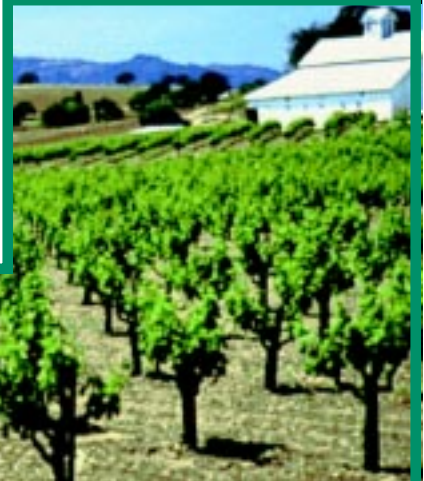




**Kern, Inyo and Mono
Counties
2002-2003
Occupational
Outlook**



A product of the California Cooperative Occupational Information System and the Kern, Inyo and Mono Workforce Investment Board through Employers' Training Resource, a Career Services Center partner and a proud member of America's Workforce Network.



Kern, Inyo and Mono Counties 2002 - 2003 Occupational Outlook

Sponsored by

**Kern County Board of Supervisors
Inyo County Board of Supervisors
Mono County Board of Supervisors
State of California, Employment Development Department,
Labor Market Information Division
(<http://www.calmis.cahwnet.gov>)
California Career Resource Network (CalCRN)
(<http://www.californiacareers.info>)**

A product of

The California Cooperative Occupational Information System (CCOIS)



Presented by

The Kern, Inyo and Mono Workforce Investment Board

Prepared and Published by

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a Career Services Center Partner**
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Acknowledgments

Under the Workforce Investment Act (WIA) of 1998, the Kern, Inyo and Mono Workforce Investment Board is certified by the Governor of the State of California to set policy for the three-county region regarding workforce investment activities. These activities will benefit individuals served by WIA by helping them increase their employability and earnings as well as occupational skill attainment. As a result, these individuals will contribute to improving the quality of the workforce, reduce welfare dependency, and enhance the productivity and competitiveness of the Nation.

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The Kern, Inyo and Mono Workforce Investment Board gratefully acknowledges the following participants and contributors who have made the *2002 - 2003 Occupational Outlook* possible:

- The employers of Kern, Inyo and Mono Counties who gave their valuable time and shared information for this project;
- The education and training providers of Kern, Inyo and Mono Counties who provided information on education and training programs for the occupations appearing in this report;
- The Kern County Board of Supervisors;
- The Inyo County Board of Supervisors;
- The Mono County Board of Supervisors;
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Introduction

The 2002 - 2003 Occupational Outlook is presented by the Kern, Inyo and Mono Workforce Investment Board through the efforts of Employers' Training Resource (ETR). ETR is a department of the County of Kern that administers funds for employment and training activities and services in Kern, Inyo and Mono Counties.

The information contained in this report was collected and analyzed through a cooperative effort between ETR and the Labor Market Information Division of the California Employment Development Department (LMID/EDD) as part of a statewide project known as the California Cooperative Occupational Information System (CCOIS). The CCOIS was initiated by EDD in 1986 to determine the occupational needs of employers and to match those needs with the skills of local job seekers. The California Career Resource Network (CalCRN) provided additional guidance.

The purpose of this report is to provide information for labor market decisions, including personnel management, career counseling and selection, and vocational training program planning. Questions regarding the information in this report should be directed to ETR's Labor Market Information unit.

The 2002 - 2003 Occupational Outlook includes the input of hundreds of employers in Kern, Inyo and Mono Counties. The aggregate data represent the employment of several thousand workers in the 25 occupations studied in the three-county area. The data presented in this report are intended to provide schools, counselors, job seekers and businesses with current information and projected trends.

Key Terms

When reference is made to *all*, *almost all*, *most*, *many*, *some* or *few* of the survey respondents, the following definitions apply:

<i>All</i>	100%
<i>Almost All</i>	80% to 99%
<i>Most</i>	60% to 79%
<i>Many</i>	40% to 59%
<i>Some</i>	20% to 39%
<i>Few</i>	Less than 20%

Following are descriptions of each section of the Occupational Summaries.

Titles and Descriptions

Occupations are listed alphabetically by their Occupational Employment Statistics (OES) or Dictionary of Occupational Titles (DOT) titles. The titles and definitions are based on the OES dictionary published by the Bureau of Labor Statistics (BLS), May 1992, and the DOT, published by the U. S. Department of Labor, Employment and Training Administration, Fourth Edition, Revised in 1991. The occupations were selected for survey based on the needs of local users of occupational information.

Wages and Benefits

Wages

The wage data enable comparison of salary ranges across occupations. The data are not intended to represent official prevailing wages. The wages included in this report are those paid by employers participating in the survey for employees at three levels of experience. Extreme wages are excluded. One wage section is shown when the percent of union employment, as reported by employers, is greater than 80% or less than 20%. Two wage sections are shown when the percent of union employment, as reported by employers, is from 20% to 80%. The median represents the midpoint

Introduction (continued)

of the ranges of salaries reported with an equal number of higher and lower salaries. All wage data reflect wages through November 27, 2002.

Although wage information is shown to the nearest whole number for ease of comparison, the reader should not interpret this as an indication of precision (ranges are also considered to be representative).

When responding to the survey, employers were asked to refer to the definitions below:

New hires, no experience: Wages of persons trained or untrained but with no paid experience.

New hires, experienced: Wages paid to journey-level or experienced persons just starting at the firm.

Three years with firm, experienced: Wages generally paid to persons with three or more years of journey-level experience at the firm.

Benefits

This section provides information on fringe benefits traditionally offered by employers for full-time workers (and part-time workers, if applicable). The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

This category presents the amount and kinds of work experience, education and skills required by surveyed employers. Also included are typical employer preferences and key personal traits usually present in those working in the occupation.

Minimum Level of Education Required

Because the lack of education will create a barrier with some employers, their educational statements have been included in this report. This section

indicates the minimum education level accepted for each occupation as reported by employers. All employers responded to this question. While minimum educational requirements have been shown as the responding employers expressed them, these educational requirements are not always essential for the performance of job duties.

Experience and Training

This section indicates the percentage of responding employers who require work experience in the occupation, accept other occupational experience, accept training as a substitute for experience and require technical or vocational training, along with the average number of months the employers prefer for experience and/or training.

Available Training

Where applicable, we have identified local training providers who offer related training for each occupation. A list of these training and education providers is located at the back of this report. Additional information about the availability of these and other occupational training opportunities may be found at the California Career Resource Network (CalCRN) website at <http://www.californiacareers.info>

Skills, Licenses and Other Requirements

The basic skills, knowledge, abilities, certification and licensing information described in this section are from information provided by LMID/EDD and not from employers in Kern, Inyo and Mono Counties who responded to the survey.

Supply and Demand

The terms used in this section of the summary refer to the relative difficulty the employers experienced in finding qualified applicants for entry and experienced positions in the occupation. Supply and demand terms are listed separately for experienced and inexperienced workers. Terms

are currently defined as:

Very Difficult

Employer demand is considerably greater than supply of qualified applicants. Employers often cannot find qualified applicants when an opening exists. Qualified applicants encounter no competition in their job search.

Moderately Difficult

Employer demand is somewhat greater than the supply of qualified applicants. Employers may have some difficulty finding qualified applicants at times. Qualified applicants may find little competition in their job search.

Not Difficult

Supply of qualified applicants is considerably greater than demand, creating a very competitive job market for applicants.

Recruitment Methods

Listed in this section are the most common methods used by the responding employers to recruit applicants for the occupation.

Size of Occupation

The terms used to describe the size of each occupation refer to the projected number of workers in an occupation for the period 1999 - 2006. This estimate was obtained from the Occupational Forecast Tables provided by LMID/EDD. The following scale was used to define the occupation size:

Terms	% of Wage & Salary Employment Total	Occupation Size
<i>Small</i>	less than .15	310 or less
<i>Medium</i>	.15 but not .30	311 to 622
<i>Large</i>	.30 but not .65	623 to 1,349
<i>Very Large</i>	.65 and above	1,350 or more

Gender

Reporting employer response to the gender question is mandatory and is stated as a percentage of the employees represented.

Where the Jobs Are

This section identifies the major sources of employment for each occupation. The industry titles are taken from the Standard Industrial Classification (SIC) as used in the 1999 - 2006 Occupational Forecast Tables supplied by LMID/EDD.

Projections

This section reports employers' perceptions of whether employment in an occupation declined, remained stable or grew over the past 12 months and whether the employers expect their firms' employment within an occupation to decline, remain stable or grow over the next 24 months.

Growth Rate

Growth rates for the years 1999-2006, as projected in the Occupational Forecast Tables provided by LMID/EDD, are described by their relationship to growth for all occupations in the survey area. For the period 1999-2006, the combined projected average growth rate for all occupations in Kern, Inyo and Mono Counties is 9.1 percent. One of the following standard terms is used to describe the expected growth rate for the outlook period:

<i>Much faster than average</i>	1.50 times average or more
<i>Faster than average</i>	1.10 to 1.49 times average
<i>Average</i>	0.90 to 1.09 times average
<i>Slower than average</i>	0.10 to .89 times average
<i>No significant change, or remain stable</i>	-0.10 to 0.09 times average
<i>Slow decline</i>	Less than -0.10 times average

Introduction (continued)

Other Information

Hours Worked

The weighted average number of weekly hours worked by full-time employees and part-time employees, if applicable, are shown in this section.

Promotional Opportunities

This section shows whether the responding employers promote employees in the occupation to higher level positions.

Possible Uses for This Report

■ **Career Decisions:** Career counselors and job seekers can make informed occupational choices based on skills, abilities, interests, education and personal needs. The localized information is easy to read and includes employer requirements and preferences, wages, benefits, labor demand and sources of employment and training.

■ **Program Planning:** This report provides planners and administrators with local employment, training and placement data, as well as occupational size and expected growth rates. Program planners can use this data to evaluate, improve or plan new programs.

■ **Curriculum Design:** Training providers can assess and update their curriculum based on current employer needs and projected trends, as indicated in this report.

■ **Economic Development:** Local government agencies and economic development organizations will find information on the labor pool, such as occupational size, expected growth rates and wages, useful in determining the potential for business growth and development in our labor market area.

■ **Program Marketing:** Training providers can effectively market their programs by informing students, employers and others that the chances for job placement are much greater because their training programs are developed using reliable local occupational data.

■ **Human Resources Management:** Small business owners and large corporation directors alike can use this report to help determine competitive wages and benefits, improve their recruitment and assess the availability of qualified workers for business relocation or expansion purposes.

This report is intended to be used as a reference to base and support these and many other decisions.

Questions regarding the information contained in this report should be directed to Employers' Training Resource, Labor Market Information, (661) 336-6978 or (800) 334-5670.

For additional information about the CCOIS project and other labor market data, please visit the EDD/LMID website at <http://www.calmis.cahwnet.gov> and the California Career Resource Network (CalCRN) Web site at: <http://www.californiacareers.info>

Statement of Program Methods

The information presented in the 2002 - 2003 *Occupational Outlook*, unless otherwise noted, is specific to Kern, Inyo and Mono Counties. The data contained in this report were collected from June 24, 2002 through November 27, 2002. The occupations presented in this report were selected for study by Employers' Training Resource (ETR) staff and other local users of occupational information. These users include training providers, educational administrators, vocational planners and counselors, employers and others.

Occupation Selection

The following process was used to select the occupations to be included in this program. Initially, three criteria were identified by ETR staff to narrow down the list of occupations to be surveyed. The criteria were: the occupation has a substantial employment base in Kern, Inyo and Mono Counties; there is a substantial number of projected job openings in the three-county area; and the occupation has not been surveyed for the CCOIS project within the past three years.

For the first two criteria (substantial employment base and projected number of job openings), occupational forecast tables prepared by EDD were reviewed. These tables provided past, present and future employment by occupation and projected job growth rates for occupations in Kern, Inyo and Mono Counties. Occupations that showed a strong projected growth rate and/or that have a substantial employment base and are expected to have a substantial need for replacement employees were selected.

ETR staff then developed a preliminary list of occupations. With input from local employers, community organizations, training providers, ETR staff and LMID/EDD, some occupations may have been dropped and others added until a final list of occupations to be studied was selected. Each occupation was then clearly defined to ensure that the information collected pertained to the appropriate occupations.

Titles and Definitions

An occupation has a name or title and a definition that identifies the various activities and functions of a worker. In other words, occupations represent what workers do. The method for classifying jobs used in this program is the Occupational Employment Statistics (OES) classification system developed by the U. S. Department of Labor's Bureau of Labor Statistics (BLS) or the Dictionary of Occupational Titles (DOT) developed by the U. S. Department of Labor's Employment and Training Administration (ETA). BLS uses the OES classification system nationwide to study staffing patterns within industries. The DOT is used nationwide to properly match jobs with workers. Examples of occupational titles include janitor, phlebotomist, and electronics assembler.

Survey Sample Selection

After the occupations were selected and defined, an employer sample was developed for each occupation. One consideration in drawing up the employer sample was to identify the industry classification. An industry is a title for a group of firms that produce similar goods and services. An industry title represents the economic activity in which a firm is engaged. Industries are classified by the Standard Industrial Classification Manual. There are nine major industry groups; some examples are agriculture, construction, manufacturing, and retail trade, which contain almost nine hundred detailed industry categories. Every firm in the state is classified in one or more of these detailed industry categories, according to the products or services they render.

LMID/EDD staff, using detailed databases on employers and occupational staffing within industries, chose a representative sample of employers for each of the occupations. For example, a nurse aide would generally work for a firm classified in the health services category, whereas a word processor may be scattered across

Statement of Program Methods (continued)

several industries such as health services, retail trade, manufacturing, etc.

This was considered for each occupation when establishing the sample of employers that would receive questionnaires. The sample comprised a cross section of various sized firms and represented major employing industries for each occupation. ETR staff reviewed and modified each sample, as appropriate, to obtain an initial list of at least 40 employers for most of the occupations. For some occupations that had a limited employer base, the sample was smaller than 40 employers. LMID/EDD reviewed and approved the edited samples before the survey began.

Questionnaire Development

A basic questionnaire was used for all occupations. This standard, two-page questionnaire was developed by LMID/EDD. A sample questionnaire is included on pages 72 and 73 of this report.

Survey Procedures

During the initial survey process, ETR staff further refined the samples since some employers responded that they did not use the occupation(s) being surveyed, were no longer in business, or for other reasons could not be included in the study. Additional employers were added to the list based on staff's knowledge of local firms or firms listed in telephone directories and on the Internet.

ETR staff used a combination of approaches to collect the data. Initially, all employers in the sample were faxed or mailed an explanation of the program with the standard questionnaire. Follow-up phone calls were made to employers who did not respond to the survey after five business days. During this follow up, ETR staff explained the project, verified that the employers used the occupation and requested their participation in the study. Employers willing to

participate in the survey were encouraged to complete the questionnaire over the phone. If that was not a convenient time, employers willing to complete the questionnaire were called back at a time they designated, or were sent another questionnaire by fax or mail.

If the employers still did not respond after an additional five business days, they were once again contacted by phone to encourage them to return the questionnaire and once again given the opportunity to complete the questionnaire by telephone.

All completed surveys were reviewed by ETR staff for completeness and consistency. Employers were contacted if answers were unclear, incomplete, or conflicted with other responses or information obtained about the occupation.

Completed questionnaires were then coded for data entry. ETR's required response goal for most of the occupations was 15 useable surveys. However, those occupations with a small employer sample required a relatively greater response rate. Required response goals also included a minimum of three useable surveys from the major industry(ies) employing the occupation to ensure adequate representation.

Tabulation and Results

Survey responses were entered into a database and tabulated. From those tabulations, ETR staff analyzed the data, and the final occupation summaries were prepared. Each summary was then reviewed by EDD/LMID before the final report was produced.

Unless otherwise noted, each occupational summary provides information on training and hiring requirements, size of the occupation, gender, employment trends, supply/demand assessment, wages, fringe benefits, and other information.

Specific employer information is and will remain confidential.

Occupational Summaries

Kern, Inyo and Mono Counties

- Automotive Body and Related Repairers
- Bill and Account Collectors
- Computer Engineers
- Cooks - Restaurant
- Customer Service Representatives
- Desktop Publishing - Graphic Designers
- Elementary School Teachers
- Farm Equipment Mechanics
- File Clerks
- Hand Packers and Packagers
- Heating, Air Conditioning, and Refrigeration Mechanics and Installers
- Hosts, Hostesses - Restaurant, Lounge or Coffee Shop
- Instructors - Nonvocational Education
- Loan Officers and Counselors
- Medical and Clinical Laboratory Assistants
- Medical Secretaries
- Mobile Heavy Equipment Mechanics - Except Engines
- Nurse Aides
- Pest Controllers and Pest Control Assistants
- Phlebotomists
- Physical Therapists
- Plumbers, Pipefitters, and Steamfitters
- Rotary Drill Operators - Oil and Gas Extraction
- Roustabouts
- Vocational and Educational Counselors

Automotive Body and Related Repairers

OES Code: 853050

15 Employers Responded

128 Jobs Represented

Description

Automotive Body and Related Repairers repair, repaint, and refinish automotive vehicle bodies, straighten vehicle frames, and replace damaged vehicle glass.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	\$ 7.00	\$ 7.75	\$ 7.50
New hires/with experience	\$ 7.00	\$15.00	\$10.00
Experienced/3+yrs. with firm	\$10.00	\$25.00	\$16.50

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

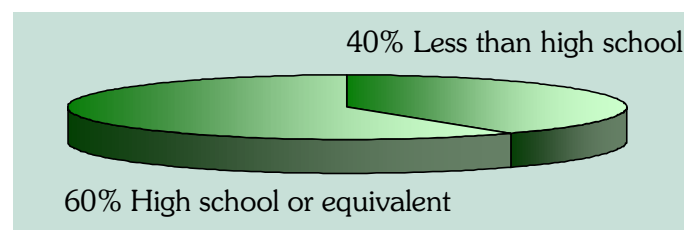
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	20%	0%	40%	0%	13%	0%	27%	0%
Dental Ins.	7%	0%	13%	0%	27%	0%	53%	0%
Vision Ins.	7%	0%	7%	0%	20%	0%	67%	0%
Life Ins.	0%	0%	7%	0%	27%	0%	67%	0%
Sick Leave	13%	0%	0%	0%	13%	0%	73%	0%
Vacation	60%	0%	0%	0%	13%	0%	27%	0%
Retire. Plan	0%	0%	13%	0%	20%	0%	67%	0%
Child Care	0%	0%	0%	0%	7%	0%	93%	0%
Other	0%	0%	0%	0%	0%	0%	0%	0%

FT = Full-time Employees PT = Part-time Employees

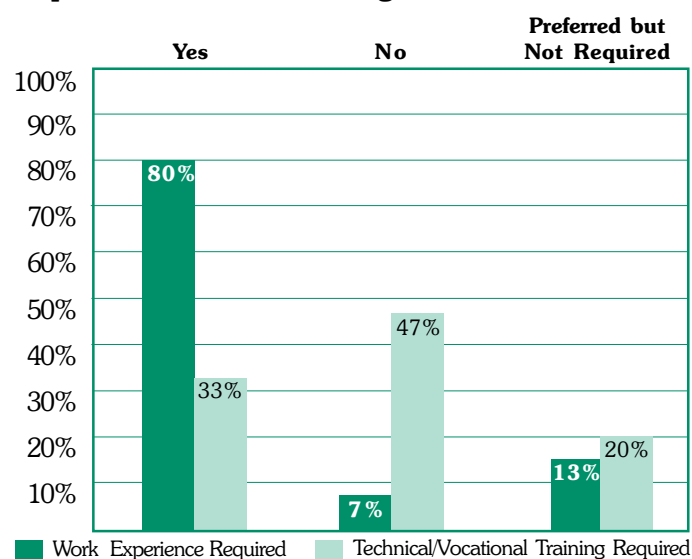
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	<u>Low</u>	<u>High</u>	<u>Average</u>
Prior Work Experience Required	6	60	30
Technical/Vocational Training Required	1	12	5

Percentages are based on the number of employers responding to this question.

Automotive Body and Related Repairers (continued)

Available Training

- Bakersfield Adult School
- Kern High School District Regional Occupational Center
- North Kern Vocational Training Center

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Lift at least 70 pounds repeatedly
- ◆ Good color perception
- ◆ Tolerate dust and paint fumes

Personal and Other Skills:

- ◆ Provide own hand tools
- ◆ Work with close supervision
- ◆ Work independently

Technical Skills:

- ◆ Work with fiberglass
- ◆ Welding
- ◆ Apply various paint techniques
- ◆ Masking
- ◆ Operate power hand tools
- ◆ Install vehicle glass

Basic Skills:

- ◆ Basic math
- ◆ Oral communication
- ◆ Write legibly
- ◆ Read and follow instructions

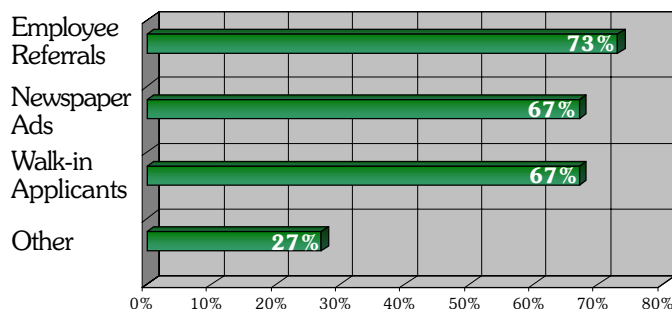
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

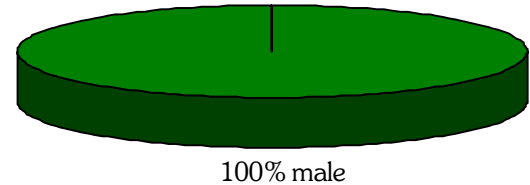
Experienced: Very Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Small (less than 315)

Gender:



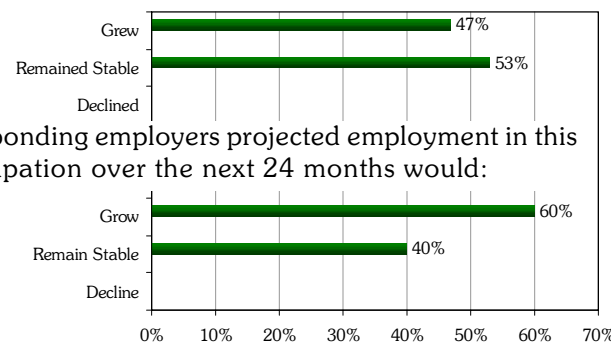
Where the Jobs Are

Major Employing Industries:

- Automotive repair shops

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:

Growth Rate: Remain Stable (0.0%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 40 hours per week.

Promotional Opportunities

Of the employers who responded to this question, many (40%) promote employees from this occupation to higher level positions, such as Painter and Estimator.

Bill and Account Collectors

OES Code: 535080

15 Employers Responded

85 Jobs Represented

Description

Bill and Account Collectors locate and notify customers of delinquent accounts by mail, telephone, or personal visit to solicit payment. Their duties include receiving payment and posting amounts to customer's account; sending statements to the credit department if the customer fails to respond, initiating repossession proceedings or service disconnection, and keeping records of collection and status of accounts. Does not include collectors of money from coin boxes.

Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 6.75	\$10.55	\$ 8.00
New hires/with experience	\$ 7.19	\$13.00	\$10.00
Experienced/3+ yrs. with firm	\$ 7.19	\$15.00	\$12.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	40%	7%	47%	7%	0%	0%	13%	13%
Dental Ins.	33%	7%	40%	7%	0%	0%	27%	13%
Vision Ins.	20%	7%	33%	7%	7%	0%	40%	13%
Life Ins.	47%	13%	20%	0%	0%	0%	33%	13%
Sick Leave	80%	13%	0%	0%	0%	0%	20%	13%
Vacation	100%	13%	0%	0%	0%	0%	0%	13%
Retire. Plan	20%	7%	40%	7%	7%	0%	33%	13%
Child Care	0%	0%	0%	0%	13%	0%	87%	27%
Other	13%	7%	0%	0%	13%	0%	0%	0%

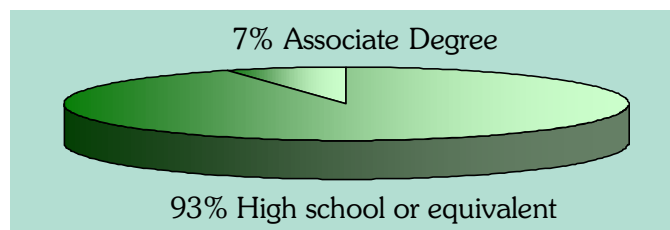
FT = Full-time Employees

PT = Part-time Employees

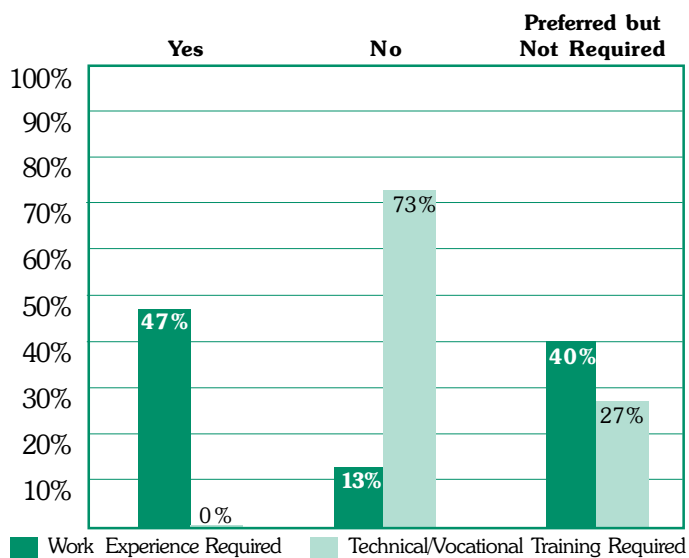
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	6	36	18
Technical/Vocational Training Required	6	12	11

Percentages are based on the number of employers responding to this question.

Bill and Account Collectors (continued)

Available Training

- Bakersfield College
- Bakersfield Technical College
- Cerro Coso Community College
- Mexican American Opportunity Foundation
- North Kern Vocational Training Center
- San Joaquin Valley College, Inc.
- Santa Barbara Business College
- Taft College

Skills, Licenses and Other Requirements

Personal and Other Skills:

- ◆ Work with close supervision
- ◆ Customer service
- ◆ Work independently
- ◆ Public contact
- ◆ Valid driver's license

Technical Skills:

- ◆ Use a calculator
- ◆ Business math
- ◆ Bookkeeping and record keeping
- ◆ Telephone answering
- ◆ Write effectively
- ◆ Interview others for information
- ◆ Follow billing procedures
- ◆ Type at least 45 wpm

Basic Skills:

- ◆ Oral communication
- ◆ Read and follow instructions
- ◆ Write legibly

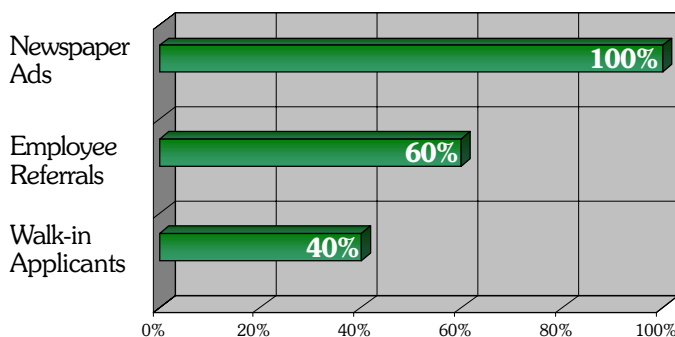
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

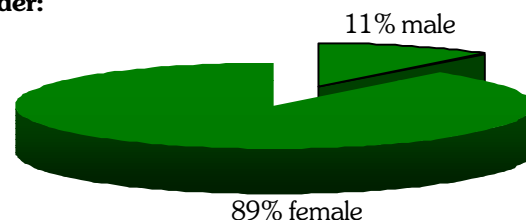
Experienced: Moderately Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Medium (315-630)

Gender:



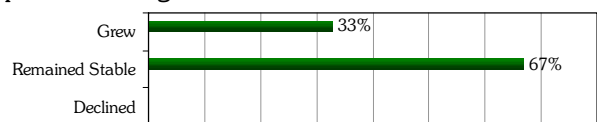
Where the Jobs Are

Major Employing Industries:

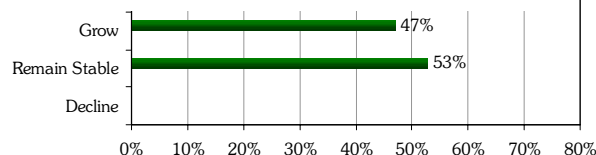
- Credit unions
- Consumer credit reporting agencies

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Much faster than average (16.1%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 40 hours per week. Part-time employees work an average of 26 hours per week.

Promotional Opportunities

Of the employers who responded to this question, almost all (80%) promote employees from this occupation to higher level positions, such as Assistant Manager, Human Resources, Financial Services Officer, Manager, Supervisor, Fiscal Officer, Account Technician, Office Manager, and Administrator.

Computer Engineers

OES Code: 221270

15 Employers Responded

42 Jobs Represented

Description

Computer Engineers analyze data processing requirements to plan EDP systems to provide system capabilities required for projected work loads. They plan layout and installation of new systems or modifications of existing systems. They may set up and control analog or hybrid computer systems to solve scientific and engineering problems.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	insufficient data		
New hires/with experience	\$10.00	\$35.00	\$23.01
Experienced/3+yrs. with firm	\$14.38	\$44.00	\$28.60

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	47%	0%	40%	7%	0%	0%	0%	7%
Dental Ins.	20%	0%	27%	7%	13%	0%	27%	7%
Vision Ins.	13%	0%	20%	0%	7%	0%	47%	13%
Life Ins.	13%	0%	13%	0%	13%	0%	47%	13%
Sick Leave	47%	0%	0%	0%	0%	0%	40%	13%
Vacation	80%	7%	0%	0%	0%	0%	7%	7%
Retire. Plan	27%	0%	33%	0%	13%	0%	13%	13%
Child Care	0%	0%	0%	0%	20%	0%	67%	13%
Other	7%	0%	7%	0%	0%	0%	0%	0%

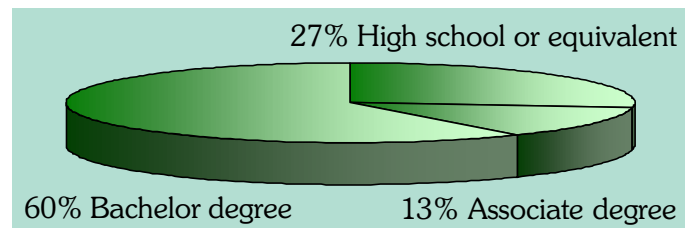
FT = Full-time Employees

PT = Part-time Employees

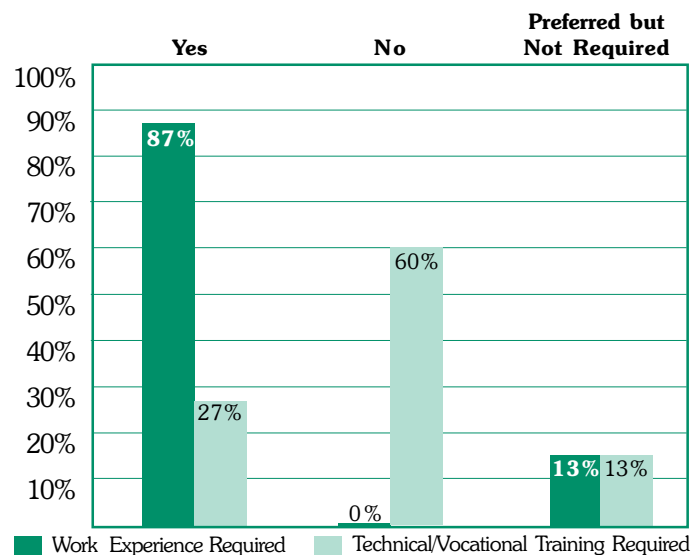
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	<u>Low</u>	<u>High</u>	<u>Average</u>
Prior Work Experience Required	12	180	31
Technical/Vocational Training Required	12	48	20

Percentages are based on the number of employers responding to this question.

Computer Engineers (continued)

Available Training

- Bakersfield College
- California State University, Bakersfield
- Cerro Coso Community College
- Chapman University Extension
- Taft College

Skills, Licenses and Other Requirements

Personal and Other Skills:

- ◆ Interact well with others
- ◆ Work nights, weekends, and holidays
- ◆ Travel
- ◆ Work as part of a team
- ◆ Maintain good customer relations
- ◆ Work with close supervision
- ◆ Work independently
- ◆ Completion of computer science courses

Technical Skills:

- ◆ Write effectively
- ◆ Perform advanced mathematical computations
- ◆ Analyze data to solve problems
- ◆ Write detailed technical instructions
- ◆ Apply marketing techniques
- ◆ Demonstrate knowledge of specific products
- ◆ Write documentation of computer procedures

Basic Skills:

- ◆ Read and follow instructions
- ◆ Write legibly
- ◆ Oral communication skills
- ◆ Basic math skills

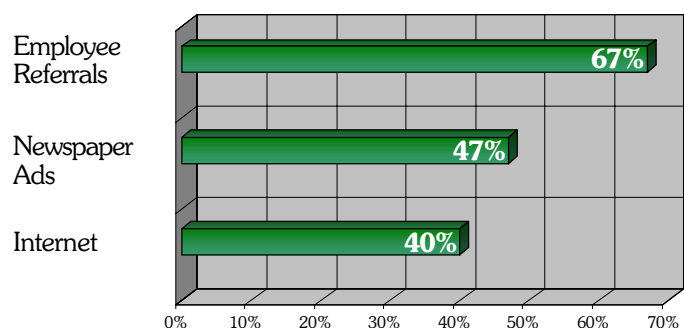
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

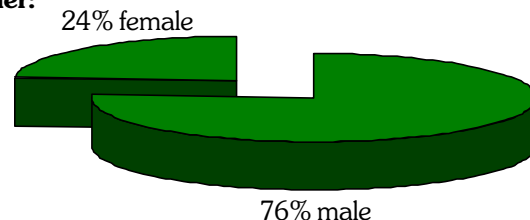
Experienced: Moderately Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Small (less than 315)

Gender:



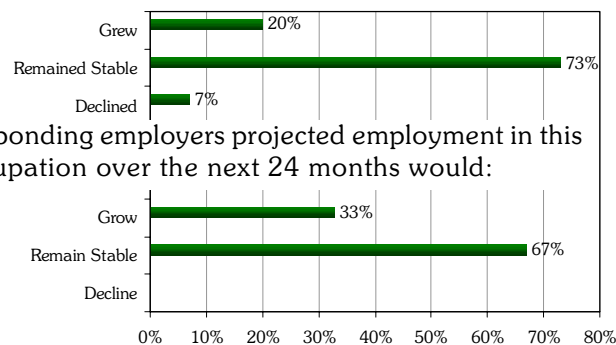
Where the Jobs Are

Major Employing Industries:

- Computer programming
- Data processing
- Other computer related services

Projections

Responding employers reported employment in this occupation during the last 12 months:



Growth Rate: Much faster than average (38.9%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 41 hours per week. Part-time employees work an average of 29 hours per week.

Promotional Opportunities

Of the employers who responded to this question, some (33%) promote employees from this occupation to higher level positions, such as Consultant, Section Manager and Manager.

Cooks - Restaurant

OES Code: 650260

15 Employers Responded

96 Jobs Represented

Description

Restaurant Cooks prepare, season, and cook soups, meats, vegetables, desserts, and other foodstuffs in restaurants. They may order supplies, keep records and accounts, price items on a menu, or plan the menu.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	\$ 6.75	\$ 7.00	\$ 6.75
New hires/with experience	\$ 6.75	\$ 9.00	\$ 8.00
Experienced/3+yrs. with firm	\$ 8.00	\$12.00	\$10.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

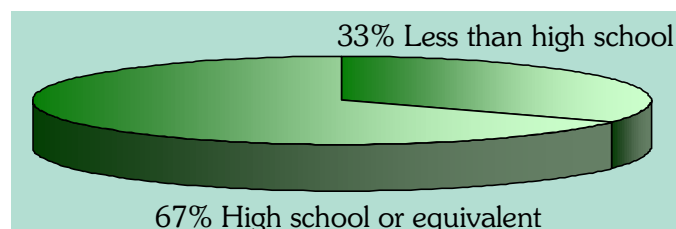
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	0%	0%	13%	0%	0%	0%	80%	53%
Dental Ins.	0%	0%	13%	0%	0%	0%	80%	53%
Vision Ins.	0%	0%	7%	0%	0%	0%	87%	53%
Life Ins.	7%	0%	13%	0%	0%	0%	73%	53%
Sick Leave	7%	0%	0%	0%	0%	0%	87%	53%
Vacation	27%	0%	0%	0%	0%	0%	67%	53%
Retire. Plan	0%	0%	13%	0%	0%	0%	80%	53%
Child Care	0%	0%	0%	0%	0%	0%	93%	53%
Other	0%	0%	7%	0%	0%	0%	0%	0%

FT = Full-time Employees PT = Part-time Employees

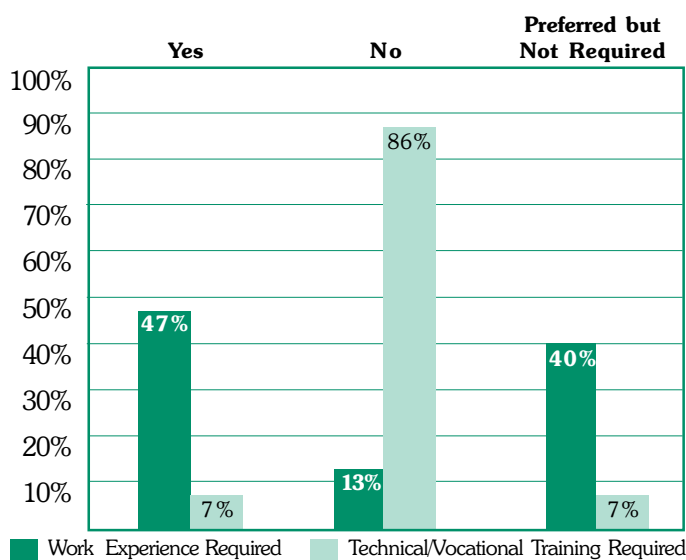
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	2	24	10
Technical/Vocational Training Required	3	12	8

Percentages are based on the number of employers responding to this question.

Cooks - Restaurant (continued)

Available Training

- Bakersfield Adult School
- Bakersfield College
- Sierra Sands Unified School District (Adult School Program)

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Lift at least 30 lbs. repeatedly
- ◆ Stand continuously for 2 or more hours

Personal and Other Skills:

- ◆ Pass a pre-employment medical examination
- ◆ Work under pressure
- ◆ Work independently
- ◆ Work with close supervision

Technical Skills:

- ◆ Meat carving
- ◆ Pastry making
- ◆ Food baking
- ◆ Sauce making
- ◆ Cook ethnic foods
- ◆ Menu planning
- ◆ Food buying
- ◆ Plan and organize the work of others
- ◆ Write effectively

Basic Skills:

- ◆ Oral communication
- ◆ Write legibly
- ◆ Read and follow instructions
- ◆ Basic math

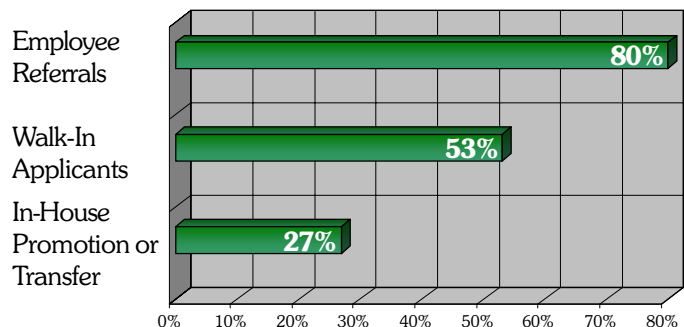
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

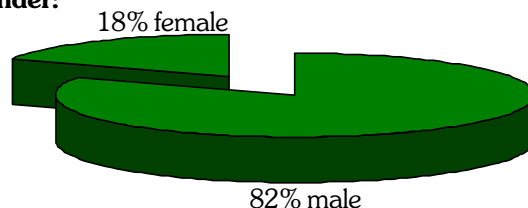
Experienced: Very Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Very Large (1367 and above)

Gender:



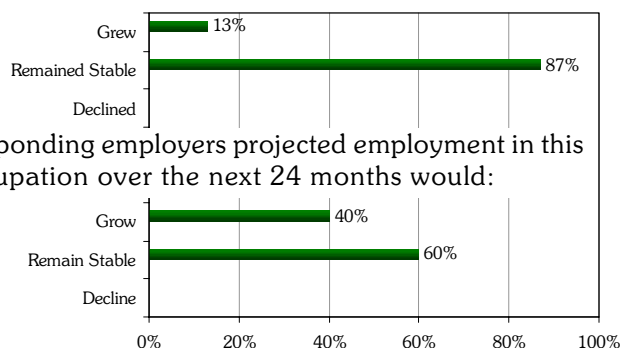
Where the Jobs Are

Major Employing Industries:

- Eating and drinking places

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:

Growth Rate: Slower than average (7.7%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 39 hours per week. Part-time employees work an average of 24 hours per week.

Promotional Opportunities

Of the employers who responded to this question, many (47%) promote employees from this occupation to higher level positions, such as Assistant Kitchen Manager and Kitchen Manager.

Customer Service Representatives

Non-OES Code: 553350998

15 Employers Responded

117 Jobs Represented

Description

Customer Service Representatives talk with customers to find solutions to customers' problems. They may work at a professional, or clerical level. Customer Service Representatives at clerical levels deal with complaints about products or billing or receive orders for products or services. Representatives at professional levels most often are employed with companies selling complex products, such as computers. They answer questions and investigate and correct errors. They may train customers in the use of the product or interpret customer need to technical staff.

Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 6.75	\$11.51	\$ 7.50
New hires/with experience	\$ 7.15	\$14.54	\$ 8.50
Experienced/3+yrs. with firm	\$ 7.55	\$20.00	\$11.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	40%	0%	40%	13%	7%	0%	0%	20%
Dental Ins.	13%	0%	47%	13%	7%	0%	20%	20%
Vision Ins.	13%	0%	27%	13%	7%	0%	40%	20%
Life Ins.	33%	0%	13%	20%	7%	0%	33%	13%
Sick Leave	60%	13%	7%	0%	0%	0%	20%	20%
Vacation	80%	20%	7%	0%	0%	0%	0%	13%
Retire. Plan	20%	7%	40%	7%	13%	7%	13%	13%
Child Care	0%	0%	7%	7%	0%	0%	80%	27%
Other	7%	0%	13%	13%	0%	0%	0%	7%

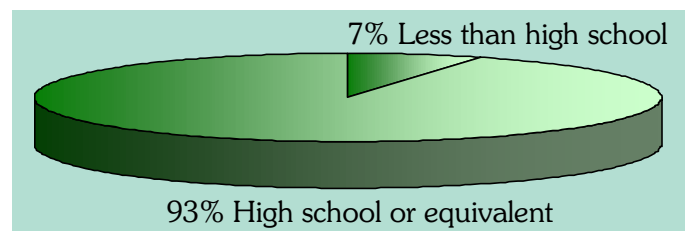
FT = Full-time Employees

PT = Part-time Employees

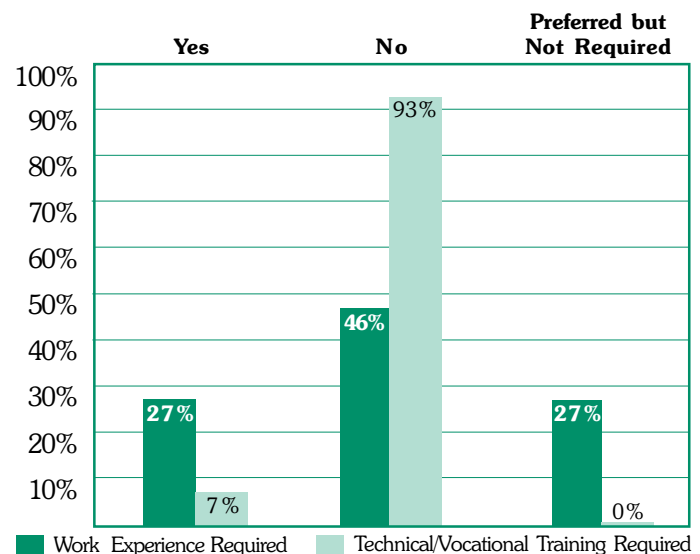
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	6	12	9
Technical/Vocational Training Required	6	6	6

Percentages are based on the number of employers responding to this question.

Customer Service Representatives (continued)

Available Training

- Bakersfield Adult School
- Bakersfield College
- Bakersfield Technical College
- Cerro Coso Community College
- Delano Adult School
- Inyo County Regional Occupational Program
- Kern High School District Regional Occupational Center
- McFarland Learning Center
- Mexican American Opportunity Foundation
- San Joaquin Valley College, Inc.
- Santa Barbara Business College
- Taft College
- West Side Regional Occupational Program

Skills, Licenses and Other Requirements

Personal and Other Skills:

- ◆ Work with close supervision
- ◆ Pay attention to detail
- ◆ Public contact
- ◆ Work independently
- ◆ Perform routine, repetitive work
- ◆ Bondable

Technical Skills:

- ◆ Use word processing software
- ◆ Telephone answering
- ◆ Use spreadsheet software
- ◆ Write effectively
- ◆ Operate 10-key adding machine by touch
- ◆ Bookkeeping
- ◆ Use database software

Basic Skills:

- ◆ Write legibly
- ◆ Oral communication
- ◆ Basic math
- ◆ Read and follow instructions

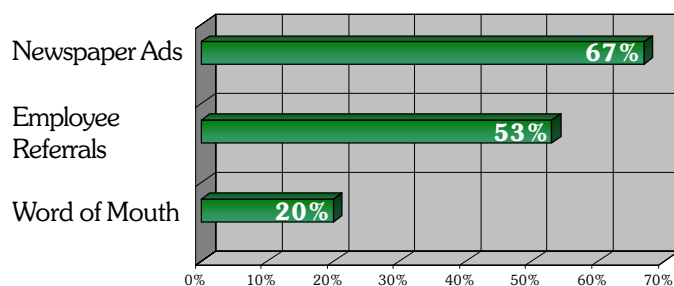
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

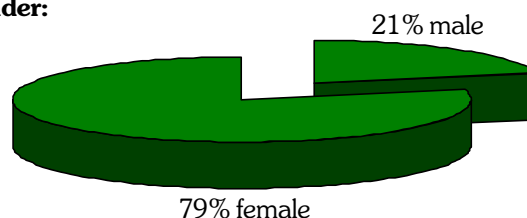
Experienced: Very Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Information not available

Gender:



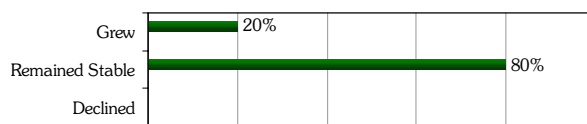
Where the Jobs Are

Major Employing Industries:

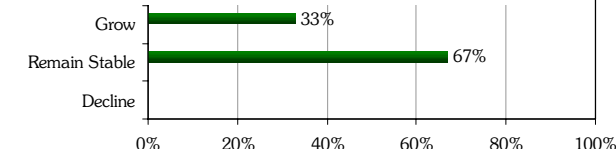
- Department stores
- Miscellaneous shopping goods stores
- Commerical banks
- Beer, wine and distilled alcoholic beverages

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Information not available

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 40 hours per week. Part-time employees work an average of 25 hours per week.

Promotional Opportunities

Of the employers who responded to this question, most (60%) promote employees from this occupation to higher level positions, such as Sales, Supervisor and Manager.

Desktop Publishing - Graphic Designers

Non-OES Code: 979382999

15 Employers Responded

38 Jobs Represented

Description

Desktop Publishing – Graphic Designers use desktop publishing software to lay out pages, select size and style of type, and enter text and graphics into computer to produce printed materials, such as advertisements, brochures, newsletters and forms, applying knowledge of graphic arts techniques and typesetting.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	\$ 6.75	\$12.00	\$ 6.75
New hires/with experience	\$ 7.00	\$16.00	\$10.50
Experienced/3+yrs. with firm	\$ 9.00	\$18.00	\$13.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	20%	0%	40%	0%	0%	0%	40%	0%
Dental Ins.	13%	0%	33%	0%	0%	0%	53%	0%
Vision Ins.	7%	0%	20%	0%	0%	0%	73%	0%
Life Ins.	27%	0%	13%	0%	7%	0%	53%	0%
Sick Leave	40%	0%	7%	0%	0%	0%	53%	0%
Vacation	93%	0%	7%	0%	0%	0%	0%	0%
Retire. Plan	7%	0%	27%	0%	7%	0%	60%	0%
Child Care	0%	0%	7%	0%	0%	0%	93%	0%
Other	7%	0%	7%	0%	7%	0%	0%	0%

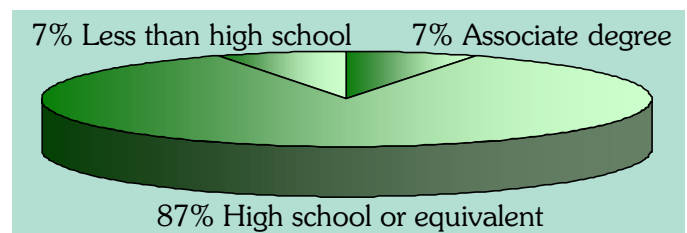
FT = Full-time Employees

PT = Part-time Employees

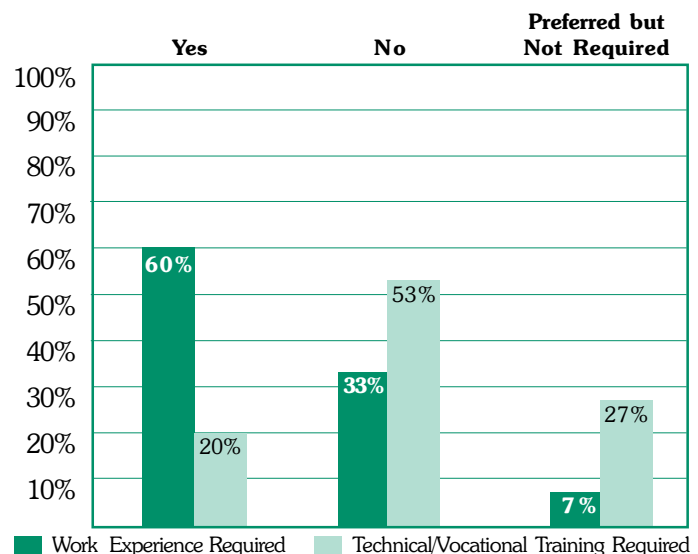
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	<u>Low</u>	<u>High</u>	<u>Average</u>
Prior Work Experience Required	12	36	19
Technical/Vocational Training Required	3	48	15

Percentages are based on the number of employers responding to this question.

Desktop Publishing - Graphic Designers (continued)

Available Training

- Bakersfield College
- Cerro Coso Community College
- Inyo County Regional Occupational Program
- Kern County Regional Occupational Program
- Kern High School District Regional Occupational Center
- New Horizons Computer Learning Center
- Sierra Sands Unified School District (Adult School Program)
- Taft College
- Tehachapi Unified School District
- West Side Regional Occupational Program
- Zoom Graphics

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Manual dexterity
- ◆ Good color perception

Personal and Other Skills:

- ◆ Imagination and creativity
- ◆ Work under pressure
- ◆ Work independently
- ◆ Work with close supervision
- ◆ Meet deadlines

Technical Skills:

- ◆ Submit work portfolios
- ◆ Use graphics and desktop publishing software
- ◆ Lithographic camera work
- ◆ Layout and detail work
- ◆ Interview others for information
- ◆ Create cartoons
- ◆ Freehand drawing and graphic arts skills
- ◆ Computer Assisted Design (CAD)
- ◆ Write effectively

Basic Skills:

- ◆ Write legibly
- ◆ Oral communication
- ◆ Basic math
- ◆ Read and follow instructions

Employment Trends

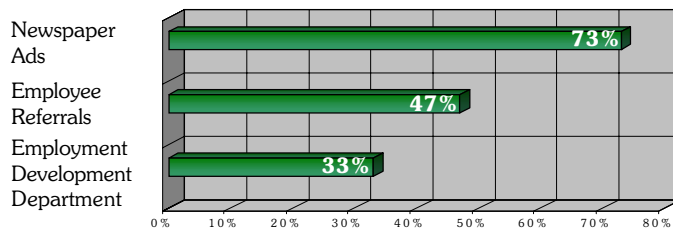
Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

Experienced: Very Difficult

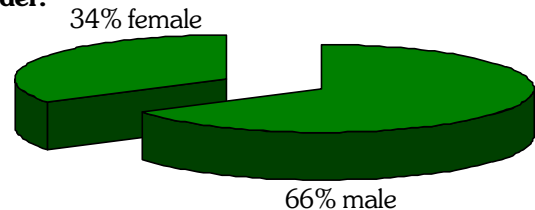
Inexperienced: Very Difficult

Recruitment Methods



Size of Occupation: Information not available

Gender:



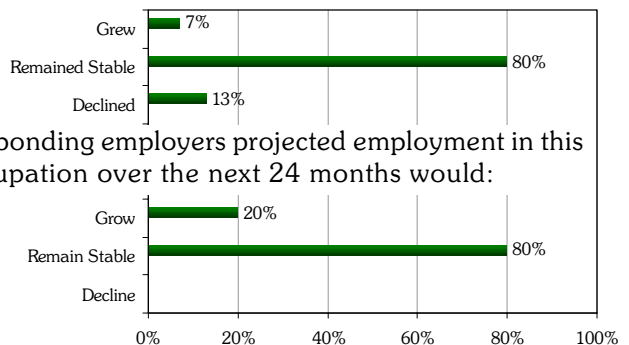
Where the Jobs Are

Major Employing Industries:

- Commercial printing
- Newspapers

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:

Growth Rate: Information not available

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 39 hours per week.

Promotional Opportunities

Of the employers who responded to this question, many (53%) promote employees from this occupation to higher level positions, such as Manager, Director, Sales, Supervisor, Printer and Photo Technician.

Elementary School Teachers

OES Code: 313050

15 Employers Responded

1,930 Jobs Represented

Description

Elementary School Teachers teach elementary (kindergarten through eighth grade) pupils in public or private schools basic academic, social, and other formative skills. Does not include special education teachers who teach only handicapped pupils.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	\$16.30	\$19.69	\$17.53
New hires/with experience	\$16.30	\$21.92	\$18.63
Experienced/3+yrs. with firm	\$17.55	\$24.15	\$19.80

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	87%	0%	13%	27%	0%	0%	0%	13%
Dental Ins.	93%	0%	7%	27%	0%	0%	0%	13%
Vision Ins.	93%	0%	7%	27%	0%	0%	0%	13%
Life Ins.	47%	0%	13%	20%	7%	0%	33%	20%
Sick Leave	100%	33%	0%	7%	0%	0%	0%	0%
Vacation	27%	7%	0%	0%	0%	0%	73%	33%
Retire. Plan	40%	7%	60%	33%	0%	0%	0%	0%
Child Care	0%	0%	0%	0%	7%	7%	93%	33%
Other	7%	0%	0%	0%	0%	0%	7%	7%

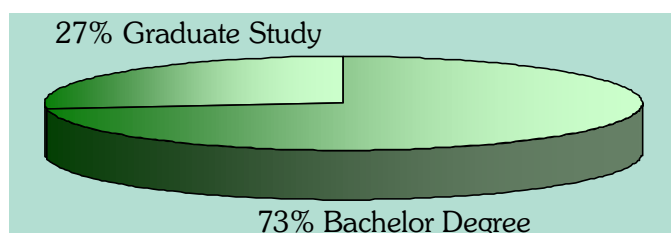
FT = Full-time Employees

PT = Part-time Employees

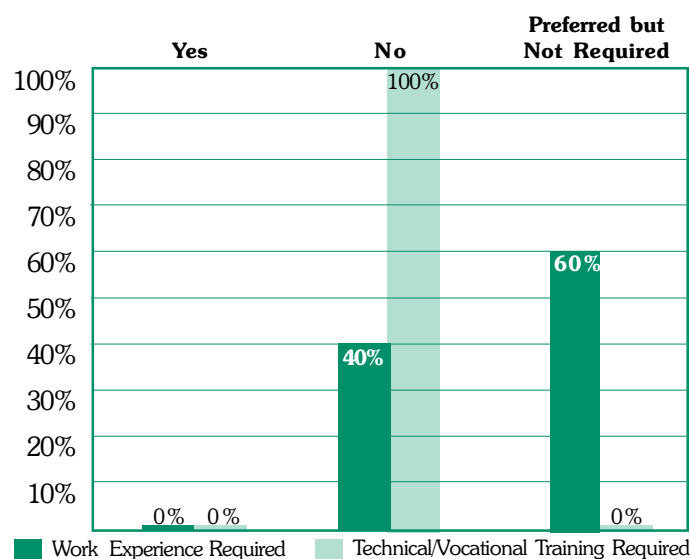
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	6	36	19
Technical/Vocational Training Required	0	0	0

Percentages are based on the number of employers responding to this question.

Elementary School Teachers (continued)

Available Training

- California State University, Bakersfield
- National University - Bakersfield Academic Center
- Point Loma Nazarene University Extension
- University of LaVerne Extension

Skills, Licenses and Other Requirements

Personal and Other Skills:

- ◆ Clean police record
- ◆ Work under pressure
- ◆ Work with close supervision
- ◆ Work independently
- ◆ Exercise patience
- ◆ Understanding of a variety of cultures

Technical Skills:

- ◆ Classroom management
- ◆ Knowledge of algebra
- ◆ Artistic
- ◆ Musical
- ◆ State teachers' certificate
- ◆ Emergency first aid
- ◆ Write effectively
- ◆ Problem solving
- ◆ Audiovisual teaching
- ◆ Record keeping
- ◆ Supervisory skills

Basic Skills:

- ◆ Read and follow instructions

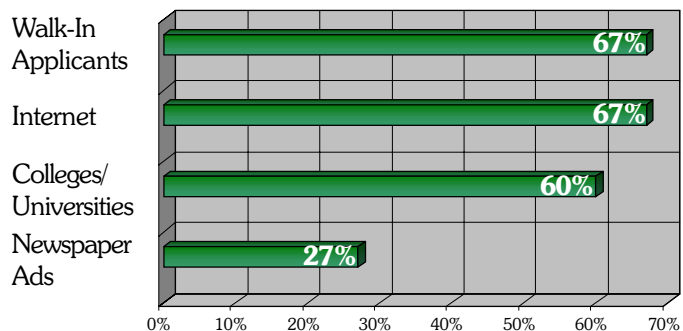
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

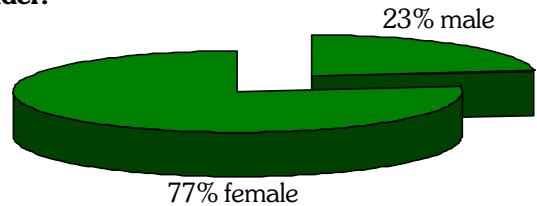
Experienced: Not Difficult
Inexperienced: Not Difficult

Recruitment Methods



Size of Occupation: Very Large (1367 and above)

Gender:



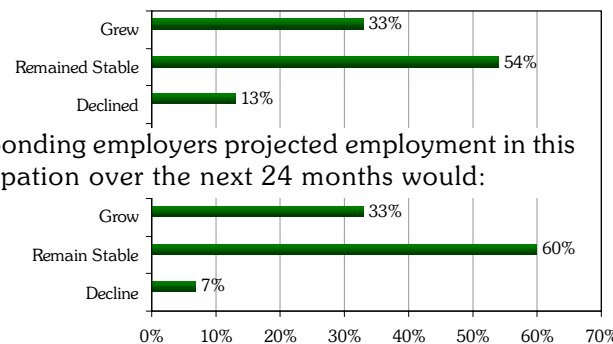
Where the Jobs Are

Major Employing Industries:

- Elementary and secondary schools

Projections

Responding employers reported employment in this occupation during the last 12 months:



Growth Rate: Average (9.7%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 38 hours per week. Part-time employees work an average of 18 hours per week.

Promotional Opportunities

Of the employers who responded to this question, many (53%) promote employees from this occupation to higher level positions, such as Vice Principal, Principal, Administration and Superintendent.

Farm Equipment Mechanics

OES Code: 853210

15 Employers Responded

68 Jobs Represented

Description

Farm Equipment Mechanics maintain, repair, and overhaul farm machinery and vehicles, such as tractors, harvesters, and irrigation systems. They may repair dairy equipment. Does not include Bus and Truck Mechanics and Diesel Engine Specialists.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 7.50	\$11.00	\$ 8.50
New hires/with experience	\$ 6.75	\$15.00	\$12.00
Experienced/3+yrs. with firm	\$ 7.25	\$19.00	\$14.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	47%	0%	33%	0%	0%	0%	20%	0%
Dental Ins.	20%	0%	27%	0%	7%	0%	47%	0%
Vision Ins.	0%	0%	27%	0%	7%	0%	67%	0%
Life Ins.	7%	0%	7%	0%	0%	0%	87%	0%
Sick Leave	13%	0%	0%	0%	0%	0%	87%	0%
Vacation	67%	0%	7%	0%	0%	0%	27%	0%
Retire. Plan	0%	0%	13%	0%	0%	0%	87%	0%
Child Care	0%	0%	0%	0%	0%	0%	100%	0%
Other	0%	0%	20%	0%	7%	0%	0%	0%

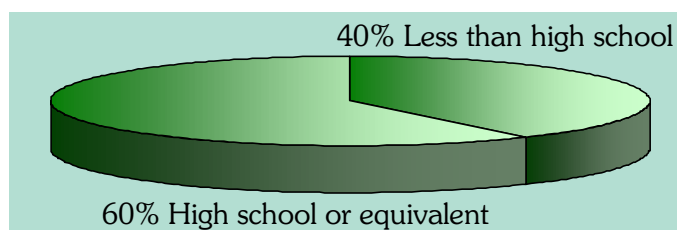
FT = Full-time Employees

PT = Part-time Employees

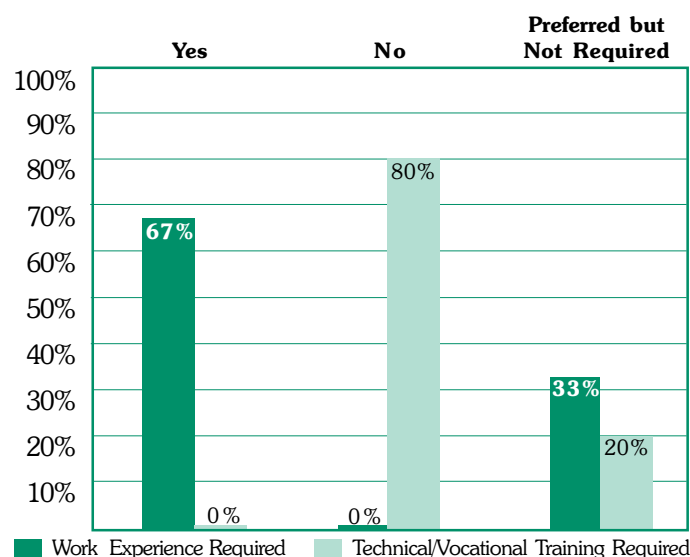
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	6	24	13
Technical/Vocational Training Required	6	24	11

Percentages are based on the number of employers responding to this question.

Farm Equipment Mechanics (continued)

Available Training

■ Bakersfield College

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Lift at least 50 pounds repeatedly

Personal and Other Skills:

- ◆ Work independently
- ◆ Work with close supervision
- ◆ Provide own hand tools
- ◆ Mechanical aptitude

Technical Skills:

- ◆ Welding
- ◆ Use hand tools
- ◆ Implement safe work practices
- ◆ Shop math skills
- ◆ Read blueprints
- ◆ Repair gas engines
- ◆ Basic auto mechanics
- ◆ Repair diesel engines
- ◆ Operate electric testing equipment
- ◆ Knowledge of hydraulics
- ◆ Operate electronic automotive diagnostic equipment

Basic Skills:

- ◆ Write legibly
- ◆ Basic math
- ◆ Read and follow instructions
- ◆ Oral communication

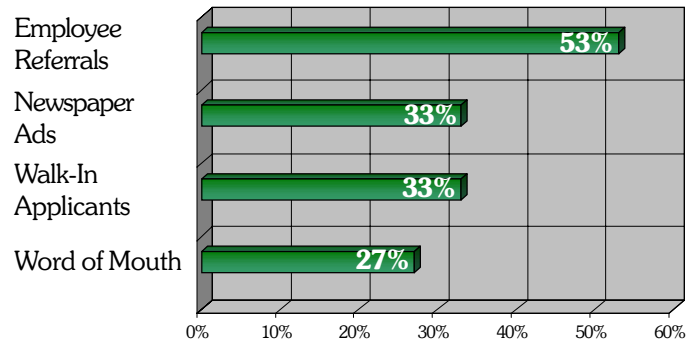
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

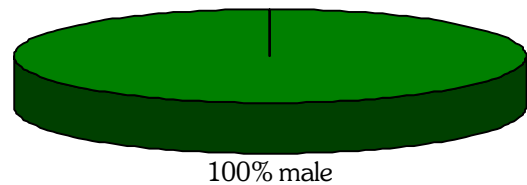
Experienced: Moderately Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Small (less than 315)

Gender:



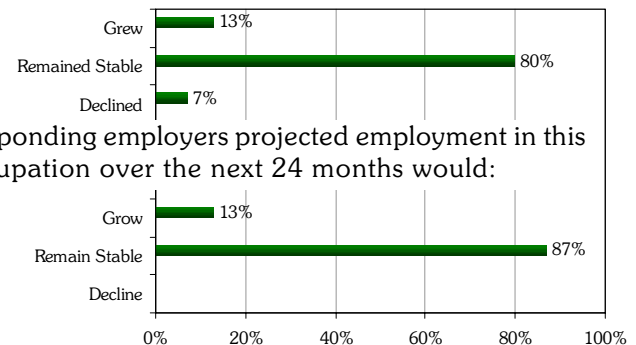
Where the Jobs Are

Major Employing Industries:

- Field crops
- Farm and garden machinery and equipment
- Farm labor contractors and crew leaders

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:

Growth Rate: Average (9.1%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 44 hours per week.

Promotional Opportunities

Of the employers who responded to this question, many (40%) promote employees from this occupation to higher level positions, such as Foreman, Service Manager and Superintendent.

File Clerks

OES Code: 553210

15 Employers Responded

94 Jobs Represented

Description

File Clerks file correspondence, cards, invoices, receipts, and other records in alphabetical or numerical order or according to the filing system used, and locate and remove material from files when requested. They may be required to classify and file new material.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	\$ 6.75	\$ 8.00	\$ 7.25
New hires/with experience	\$ 6.75	\$ 9.95	\$ 7.75
Experienced/3+yrs. with firm	\$ 7.75	\$12.00	\$ 9.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

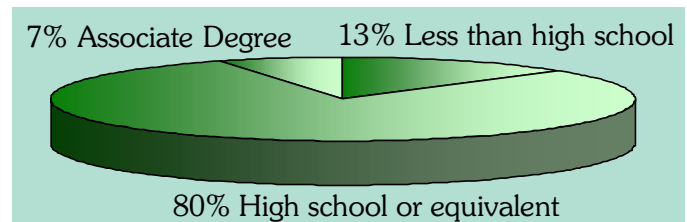
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	13%	0%	60%	0%	0%	0%	0%	47%
Dental Ins.	0%	0%	47%	0%	7%	0%	20%	47%
Vision Ins.	0%	0%	27%	0%	7%	0%	40%	47%
Life Ins.	7%	0%	33%	0%	13%	0%	20%	47%
Sick Leave	60%	13%	7%	0%	0%	0%	7%	33%
Vacation	67%	13%	7%	0%	0%	0%	0%	33%
Retire. Plan	7%	0%	33%	0%	13%	0%	20%	47%
Child Care	0%	0%	7%	0%	7%	0%	60%	47%
Other	7%	0%	13%	0%	7%	0%	0%	7%

FT = Full-time Employees PT = Part-time Employees

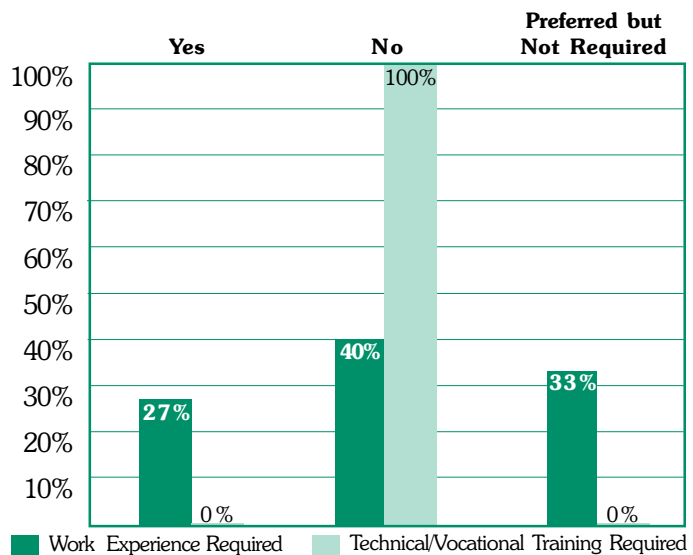
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	1	24	8
Technical/Vocational Training Required	0	0	0

Percentages are based on the number of employers responding to this question.

Available Training

- Bakersfield Adult School
- Bakersfield College
- Bakersfield Technical College
- Cerro Coso Community College
- Delano Adult School
- Inyo County Regional Occupational Program
- Kern High School District - Career Resource Department
- Kern High School District Regional Occupational Center
- McFarland Learning Center
- Mexican American Opportunity Foundation
- North Kern Vocational Training Center
- Southern Kern Unified School District
- Taft College
- West Side Regional Occupational Program

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Lift at least 40 lbs. repeatedly
- ◆ Stand continuously for 2 or more hours

Personal and Other Skills:

- ◆ Work with close supervision
- ◆ Work independently
- ◆ Perform routine, repetitive work

Technical Skills:

- ◆ Perform detailed clerical work
- ◆ Data entry
- ◆ Alphabetic and numeric filing
- ◆ Telephone answering
- ◆ Type at least 30 wpm
- ◆ Write effectively

Basic Skills:

- ◆ Read and follow instructions
- ◆ Write legibly
- ◆ Basic math
- ◆ Oral communication

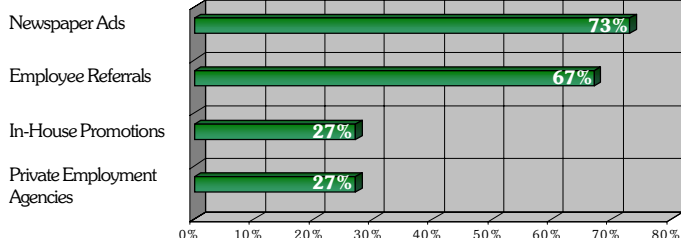
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

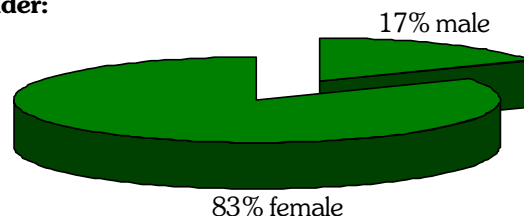
Experienced: Not Difficult
Inexperienced: Not Difficult

Recruitment Methods



Size of Occupation: Medium (315-630)

Gender:



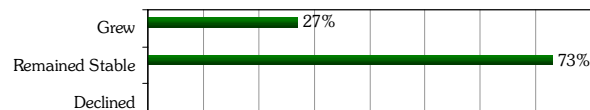
Where the Jobs Are

Major Employing Industries:

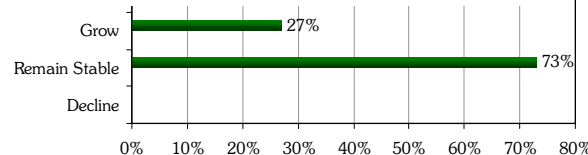
- Offices and clinics of doctors of medicine

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Slower than average (5.6%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 39 hours per week. Part-time employees work an average of 21 hours per week.

Promotional Opportunities

Of the employers who responded to this question, almost all (87%) promote employees from this occupation to higher level positions, such as Receptionist, Office Assistant, Patient Services, Account Clerk, Insurance Billing and Claims Service Assistant.

Hand Packers and Packers

OES Code: 989020

15 Employers Responded

4,116 Jobs Represented

Description

Hand Packers and Packers pack or package by hand a wide variety of products and materials. Does not include workers whose jobs require more than minimum training.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	\$ 6.75	\$ 7.00	\$ 6.75
New hires/with experience	\$ 6.75	\$ 7.00	\$ 6.75
Experienced/3+ yrs. with firm	\$ 6.75	\$ 8.50	\$ 6.75

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

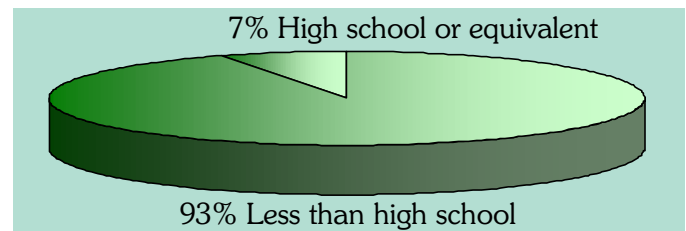
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	18%	0%	36%	0%	0%	0%	9%	36%
Dental Ins.	9%	0%	18%	0%	0%	0%	36%	36%
Vision Ins.	0%	0%	18%	0%	0%	0%	45%	36%
Life Ins.	18%	0%	18%	0%	0%	0%	27%	36%
Sick Leave	0%	9%	0%	0%	0%	0%	64%	27%
Vacation	27%	18%	0%	0%	0%	0%	36%	18%
Retire. Plan	0%	0%	9%	0%	0%	0%	55%	36%
Child Care	0%	0%	0%	0%	0%	0%	64%	36%
Other	9%	0%	18%	0%	0%	0%	0%	0%

FT = Full-time Employees PT = Part-time Employees

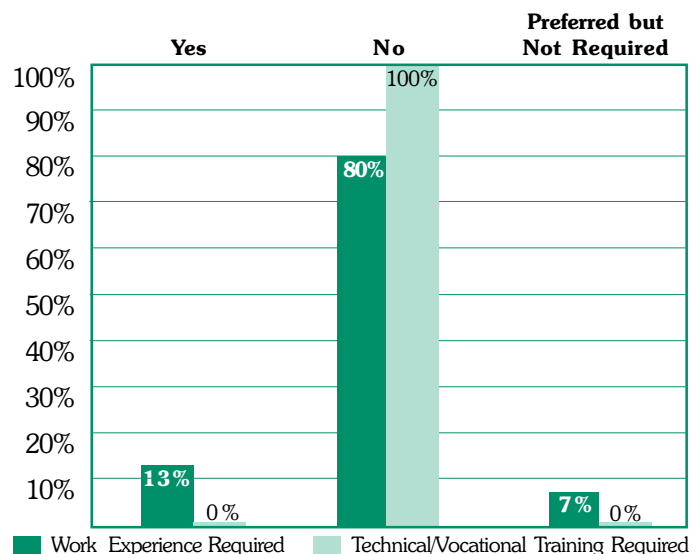
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	<u>Low</u>	<u>High</u>	<u>Average</u>
Prior Work Experience Required	6	12	10
Technical/Vocational Training Required	0	0	0

Percentages are based on the number of employers responding to this question.

Hand Packers and Packagers (continued)

Available Training

Our research indicates that no formal training is locally available for this occupation.

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Good eye-hand coordination
- ◆ Sit continuously for 2 or more hours
- ◆ Lift at least 50 lbs. repeatedly
- ◆ Stand continuously for 2 or more hours

Personal and Other Skills:

- ◆ Work with close supervision
- ◆ Work independently

Basic Skills:

- ◆ Write legibly
- ◆ Basic math
- ◆ Read and follow instructions
- ◆ Oral communication

Employment Trends

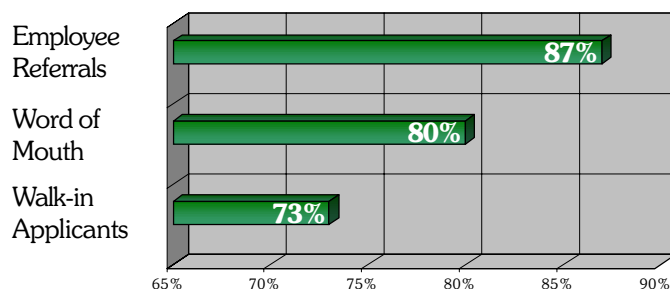
Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

Experienced: Moderately Difficult

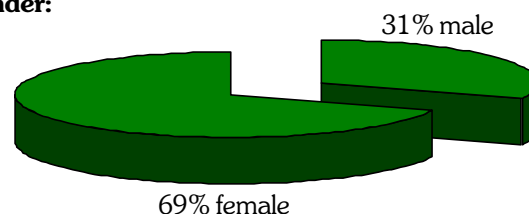
Inexperienced: Not Difficult

Recruitment Methods



Size of Occupation: Very Large (1367 and above)

Gender:



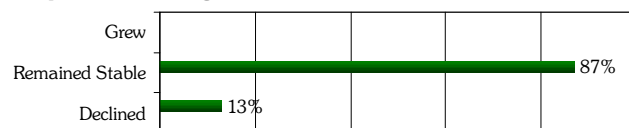
Where the Jobs Are

Major Employing Industries:

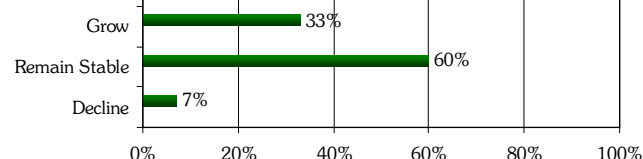
- Grocery stores
- Crop services
- Farm labor and management services

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Much faster than average (15.1%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 40 hours per week. Part-time employees work an average of 21 hours per week.

Promotional Opportunities

Of the employers who responded to this question, almost all (80%) promote employees from this occupation to higher level positions, such as Checker, Stock Person, Clerk, Grader, Supervisor, Quality Control, Foreman and Labeler.

Heating, Air Conditioning, and Refrigeration Mechanics and Installers

OES Code: 859020

15 Employers Responded

78 Jobs Represented

Description

Heating, Air Conditioning, and Refrigeration Mechanics and Installers install and repair heating, air conditioning, and refrigeration systems. Their duties may include installation and repair of oil burners, hot-air furnaces, heating stoves, and similar equipment in homes and commercial establishments using hand and pipe threading tools. They may also install and repair cooling and central air conditioning systems. Does not include workers who do only plumbing and pipefitting work.



Wages and Benefits

Wages (Union)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	insufficient data		
New hires/with experience	\$14.00	\$23.22	\$15.00
Experienced/3+ yrs. with firm	\$22.00	\$24.54	\$23.00

Some employers (21%) reported that wages for this occupation are subject to collective bargaining or union agreement.

Wages (Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	\$ 9.00	\$13.00	\$10.00
New hires/with experience	\$11.00	\$16.00	\$13.50
Experienced/3+ yrs. with firm	\$16.00	\$20.00	\$18.50

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	<u>Employer Pays All</u>		<u>Share Cost</u>		<u>Employer Pays All</u>		<u>Not Provided</u>	
	<u>FT</u>	<u>PT</u>	<u>FT</u>	<u>PT</u>	<u>FT</u>	<u>PT</u>	<u>FT</u>	<u>PT</u>
Medical Ins.	53%	0%	20%	0%	0%	0%	27%	0%
Dental Ins.	27%	0%	7%	0%	0%	0%	67%	0%
Vision Ins.	20%	0%	7%	0%	0%	0%	73%	0%
Life Ins.	27%	0%	0%	0%	0%	0%	73%	0%
Sick Leave	13%	0%	0%	0%	0%	0%	87%	0%
Vacation	80%	0%	0%	0%	0%	0%	20%	0%
Retire. Plan	20%	0%	33%	0%	7%	0%	40%	0%
Child Care	0%	0%	0%	0%	0%	0%	100%	0%
Other	0%	0%	0%	0%	0%	0%	0%	0%

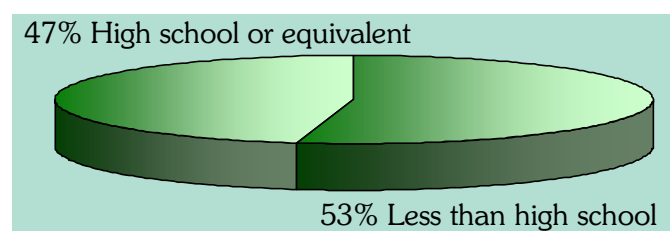
FT = Full-time Employees

PT = Part-time Employees

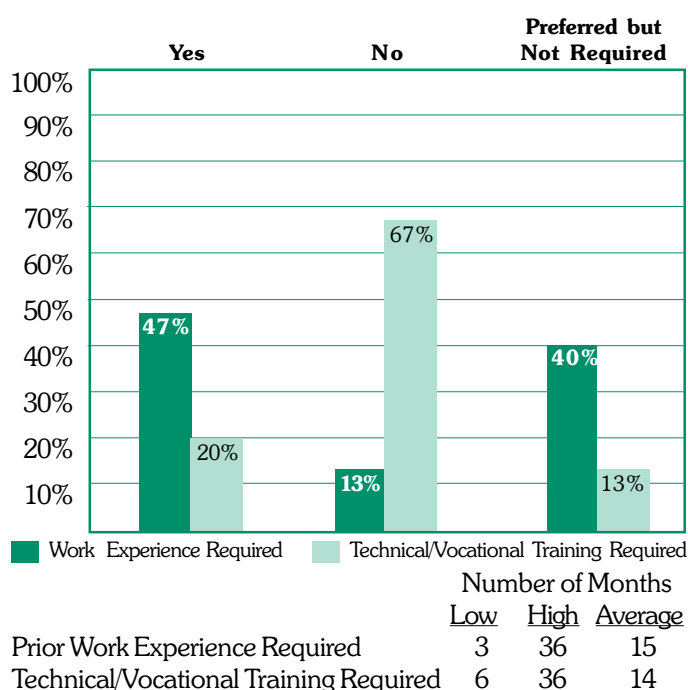
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



Percentages are based on the number of employers responding to this question.

Heating, Air Conditioning, and Refrigeration Mechanics and Installers (continued)

Available Training

- Bakersfield College
- Pipe Trades JAC
- San Joaquin Valley College

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Lift at least 100 pounds repeatedly

Personal and Other Skills:

- ◆ Work independently
- ◆ Provide own hand tools
- ◆ Possession of a good DMV driving record
- ◆ Public contact skills
- ◆ Bondable

Technical Skills:

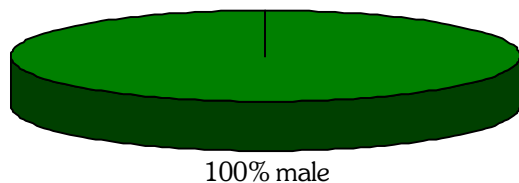
- ◆ HVAC license
- ◆ Welding
- ◆ Possession of a valid driver's license
- ◆ Understanding of circuit design
- ◆ Read blueprints
- ◆ Cost estimating
- ◆ Sheet metal work
- ◆ Plumbing
- ◆ Pipefitting
- ◆ Soldering
- ◆ Problem solving

Basic Skills:

- ◆ Write legibly
- ◆ Oral communication
- ◆ Basic math
- ◆ Read and follow instructions

Size of Occupation: Small (less than 315)

Gender:



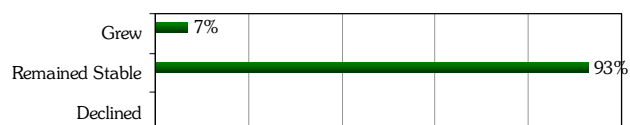
Where the Jobs Are

Major Employing Industries:

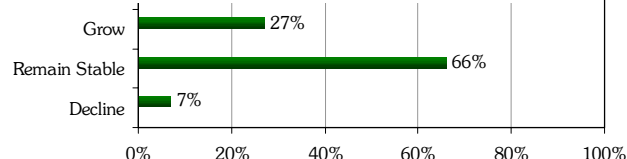
- Plumbing, heating and air conditioning

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Much faster than average (16.0%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Employment Trends

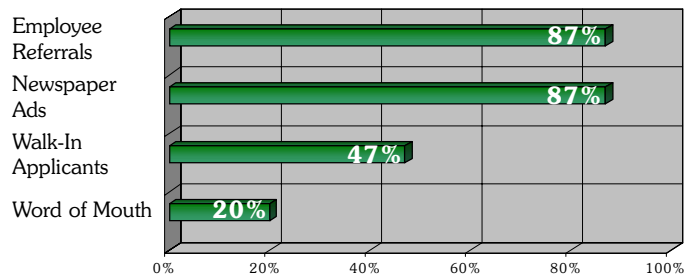
Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

Experienced: Moderately Difficult

Inexperienced: Moderately Difficult

Recruitment Methods



Other Information

Hours Worked

Full-time employees in this occupation work an average of 40 hours per week.

Promotional Opportunities

Of the employers who responded to this question, many (40%) promote employees from this occupation to higher level positions, such as Foreman, Lead Service Technician and Service Manager.

Hosts, Hostesses - Restaurant, Lounge or Coffee Shop

OES Code: 650020

15 Employers Responded

69 Jobs Represented

Description

Hosts, Hostesses – Restaurant, Lounge or Coffee Shop, welcome patrons, seat them at tables or in lounge, and insure quality of facilities and service.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 6.75	\$ 7.00	\$ 6.75
New hires/with experience	\$ 6.75	\$ 7.50	\$ 7.00
Experienced/3+yrs. with firm	\$ 6.75	\$ 9.00	\$ 7.75

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
Medical Ins.	0%	0%	7%	0%	0%	0%	29%	86%
Dental Ins.	0%	0%	7%	0%	0%	0%	29%	86%
Vision Ins.	0%	0%	7%	0%	0%	0%	29%	86%
Life Ins.	0%	0%	0%	0%	0%	0%	36%	86%
Sick Leave	0%	0%	0%	0%	0%	0%	36%	86%
Vacation	7%	0%	0%	0%	0%	0%	29%	86%
Retire. Plan	0%	0%	0%	0%	0%	0%	36%	86%
Child Care	0%	0%	0%	0%	0%	0%	36%	86%
Other	0%	0%	0%	0%	0%	0%	0%	0%

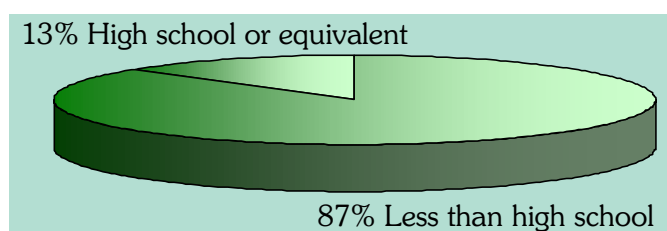
FT = Full-time Employees

PT = Part-time Employees

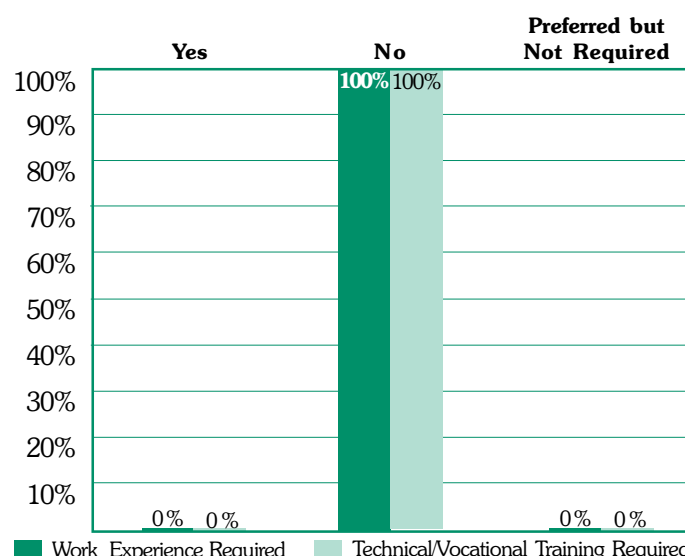
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



Work Experience Required Technical/Vocational Training Required

	Number of Months		
	Low	High	Average
Prior Work Experience Required	0	0	0
Technical/Vocational Training Required	0	0	0

Percentages are based on the number of employers responding to this question.

Hosts, Hostesses - Restaurant, Lounge or Coffee Shop (continued)

Available Training

- Kern County Regional Occupational Program
- Kern High School District Regional Occupational Center
- Ruggenberg Career Center

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Stand continuously for 2 or more hours

Personal and Other Skills:

- ◆ Work with close supervision
- ◆ Work independently
- ◆ Work under pressure
- ◆ Customer service
- ◆ Public contact

Technical Skills:

- ◆ Operate a cash register
- ◆ Write effectively
- ◆ Cash handling
- ◆ Record keeping
- ◆ Supervisory skills

Basic Skills:

- ◆ Oral communication
- ◆ Basic math
- ◆ Read and follow instructions
- ◆ Write legibly

Employment Trends

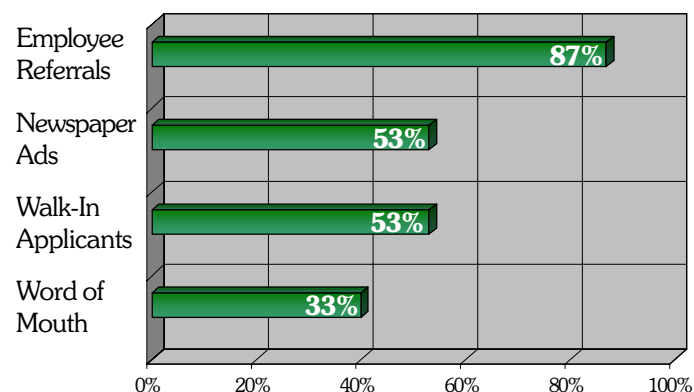
Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

Experienced: Not Difficult

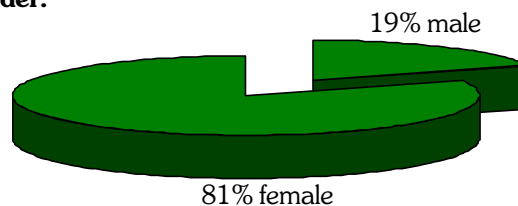
Inexperienced: Not Difficult

Recruitment Methods



Size of Occupation: Medium (315-630)

Gender:



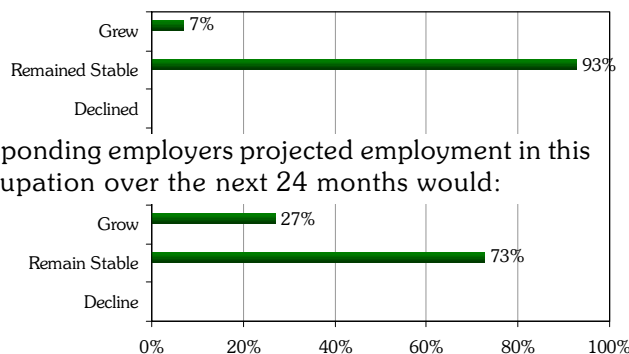
Where the Jobs Are

Major Employing Industries:

- Eating and drinking places

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:

Growth Rate: Slower than average (8.3%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 37 hours per week. Part-time employees work an average of 23 hours per week.

Promotional Opportunities

Of the employers who responded to this question, almost all (93%) promote employees from this occupation to higher level positions, such as Server and Waiter/Waitress.

Instructors - Nonvocational Education

OES Code: 313170

15 Employers Responded

70 Jobs Represented

Description

Nonvocational Education Instructors teach or instruct out-of-school youths and adults in courses other than those that normally lead to an occupational objective and are less than the baccalaureate level. Subjects may include self-improvement or nonvocational courses, such as Americanization, basic education, art, drama, music, bridge, homemaking, stock market analysis, languages, modeling, flying, dancing, and automobile driving. They teach in public or private schools or in an organization whose primary business is other than education.

Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 7.50	\$ 9.78	\$ 8.50
New hires/with experience	\$ 8.00	\$17.00	\$10.00
Experienced/3+yrs. with firm	\$10.00	\$22.00	\$12.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	7%	0%	13%	0%	0%	0%	13%	87%
Dental Ins.	7%	0%	7%	0%	0%	0%	20%	87%
Vision Ins.	0%	0%	0%	0%	0%	0%	33%	87%
Life Ins.	0%	0%	0%	0%	0%	0%	33%	87%
Sick Leave	13%	0%	0%	0%	0%	0%	20%	87%
Vacation	13%	0%	0%	0%	0%	0%	20%	87%
Retire. Plan	7%	0%	0%	0%	0%	0%	27%	87%
Child Care	0%	0%	0%	0%	0%	0%	33%	87%
Other	0%	0%	0%	0%	0%	0%	0%	0%

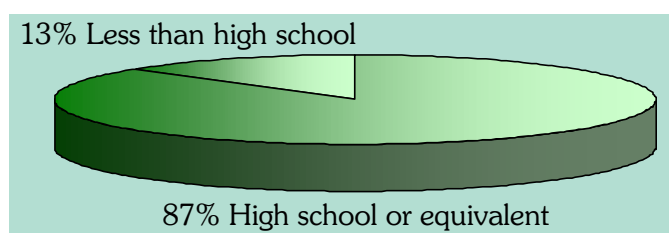
FT = Full-time Employees

PT = Part-time Employees

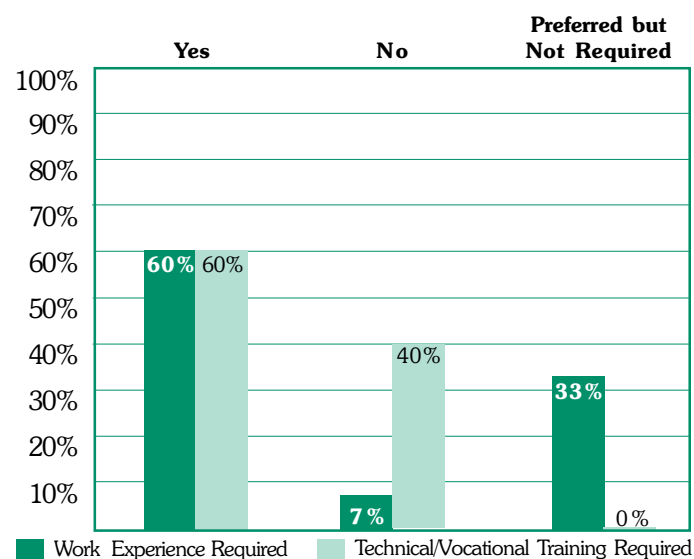
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	3	120	27
Technical/Vocational Training Required	1	60	21

Percentages are based on the number of employers responding to this question.

Instructors - Nonvocational Education (continued)

Available Training

- Bakersfield Adult School
- Bakersfield College
- Cerro Coso Community College
- Taft College

Skills, Licenses and Other Requirements

Personal and Other Skills:

- ◆ Work with close supervision
- ◆ Work independently
- ◆ Exercise patience
- ◆ Leadership skills
- ◆ Understanding of a variety of cultures

Technical Skills:

- ◆ Apply teaching techniques
- ◆ Record keeping
- ◆ Classroom management
- ◆ Problem solving
- ◆ Plan and organize the work of others

Basic Skills:

- ◆ Basic math
- ◆ Write legibly
- ◆ Oral communication
- ◆ Read and follow instructions

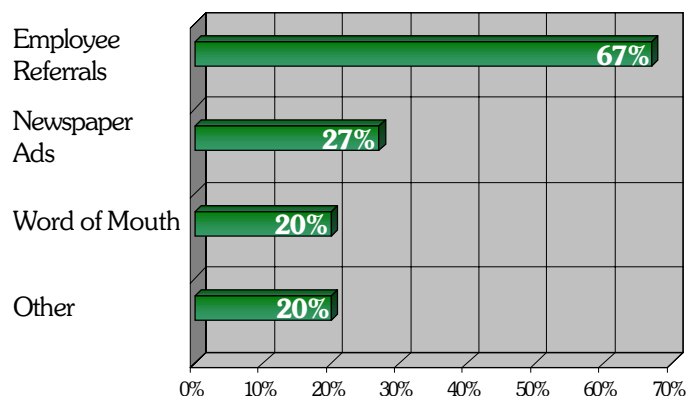
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

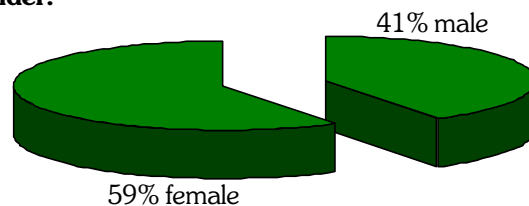
Experienced: Moderately Difficult
Inexperienced: Very Difficult

Recruitment Methods



Size of Occupation: Medium (315-630)

Gender:



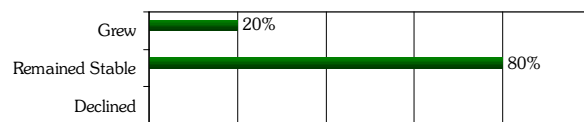
Where the Jobs Are

Major Employing Industries:

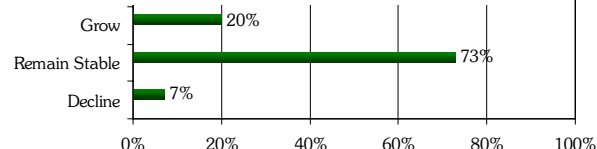
- Dance studios
- Schools and education services

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Much faster than average (14.7%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 39 hours per week. Part-time employees work an average of 13 hours per week.

Promotional Opportunities

Of the employers who responded to this question, some (20%) promote employees from this occupation to higher level positions, such as Master Teacher, Assistant Director and Manager.

Loan Officers and Counselors

OES Code: 211080

15 Employers Responded

119 Jobs Represented

Description

Loan Officers and Counselors evaluate, authorize, or recommend approval of commercial or real estate loans and credit loans or advise borrowers on financial status and methods of payments. Includes such occupations as Mortgage Loan Officers or Agents, Collection Analysts, and Loan Servicing Officers.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 8.63	\$17.26	\$10.79
New hires/with experience	\$ 8.63	\$26.30	\$12.66
Experienced/3+yrs. with firm	\$11.51	\$38.36	\$15.34

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

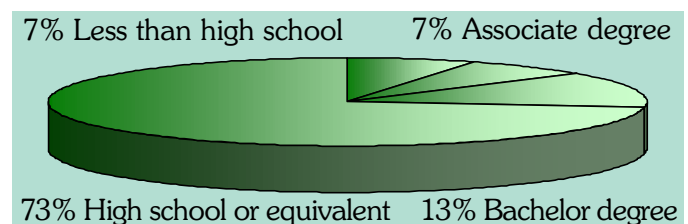
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	33%	13%	53%	0%	0%	0%	13%	0%
Dental Ins.	40%	13%	47%	0%	0%	0%	13%	0%
Vision Ins.	27%	0%	47%	0%	0%	0%	27%	13%
Life Ins.	53%	13%	13%	0%	7%	0%	27%	0%
Sick Leave	60%	7%	7%	0%	0%	0%	33%	7%
Vacation	80%	13%	7%	0%	0%	0%	13%	0%
Retire. Plan	27%	0%	40%	7%	0%	0%	33%	7%
Child Care	0%	0%	7%	0%	0%	0%	93%	13%
Other	13%	0%	13%	0%	7%	7%	0%	0%

FT = Full-time Employees PT = Part-time Employees

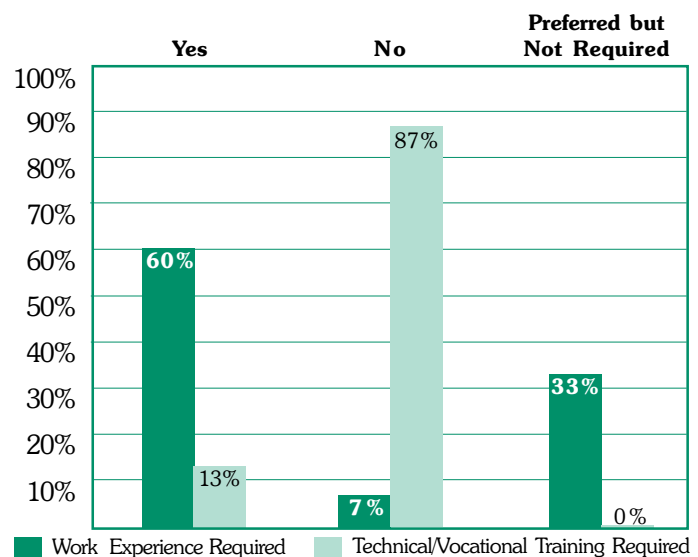
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	6	36	17
Technical/Vocational Training Required	3	12	8

Percentages are based on the number of employers responding to this question.

Loan Officers and Counselors (continued)

Available Training

- Bakersfield College
- California State University, Bakersfield
- Cerro Coso Community College
- Taft College
- University of LaVerne Extension
- University of Phoenix - Bakersfield Campus
- University of Phoenix - Edwards Air Force Base Campus

Skills, Licenses and Other Requirements

Personal and Other Skills:

- ◆ Customer service
- ◆ Work independently
- ◆ Work with close supervision
- ◆ Public contact
- ◆ Valid California real estate sales license

Technical Skills:

- ◆ Apply sales techniques
- ◆ Business math
- ◆ Write effectively
- ◆ Interview others for information
- ◆ Knowledge of government loan procedures
- ◆ Understanding of conventional loans
- ◆ Handle credit and collections
- ◆ Understanding of financial institutions regulations

Basic Skills:

- ◆ Oral communication
- ◆ Write legibly
- ◆ Read and follow instructions
- ◆ Think logically

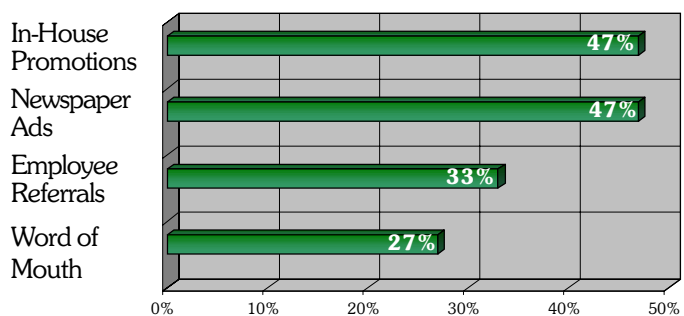
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

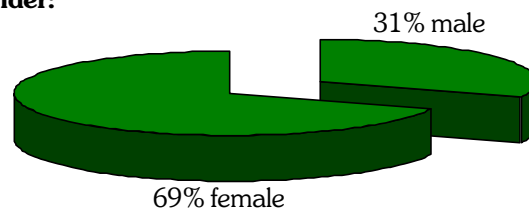
Experienced: Moderately Difficult
Inexperienced: Very Difficult

Recruitment Methods



Size of Occupation: Small (less than 315)

Gender:



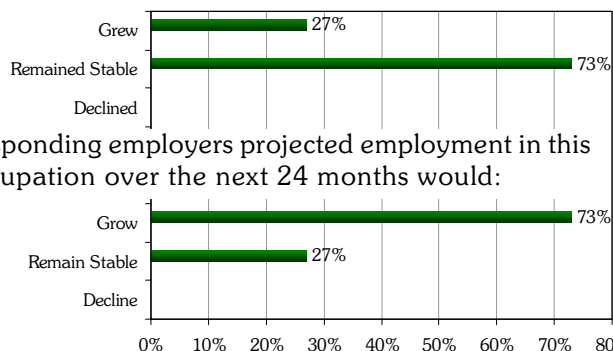
Where the Jobs Are

Major Employing Industries:

- Mortgage bankers and brokers
- Credit unions
- Commercial banks

Projections

Responding employers reported employment in this occupation during the last 12 months:



Growth Rate: Faster than average (11.5%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 40 hours per week. Part-time employees work an average of 22 hours per week.

Promotional Opportunities

Of the employers who responded to this question, almost all (87%) promote employees from this occupation to higher level positions, such as Senior Loan Officer, Loan Supervisor, Branch Manager, Credit Administrator, Sales Manager and Financial Officer.

Medical and Clinical Laboratory Assistants

OES Code: 329050

15 Employers Responded

80 Jobs Represented

Description

Medical and Clinical Laboratory Assistants perform routine tasks in a medical laboratory. They may set up and operate automated equipment which does not require interpretation or judgment to read the results. They may label, centrifuge, and transfer specimens, transcribe results, and prepare culture media and reagents. They may also perform venipuncture if certified to do so. They work under the supervision of a Medical Laboratory Technologist.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 7.00	\$12.00	\$ 8.50
New hires/with experience	\$ 7.75	\$11.00	\$ 8.75
Experienced/3+yrs. with firm	\$ 8.50	\$13.90	\$10.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

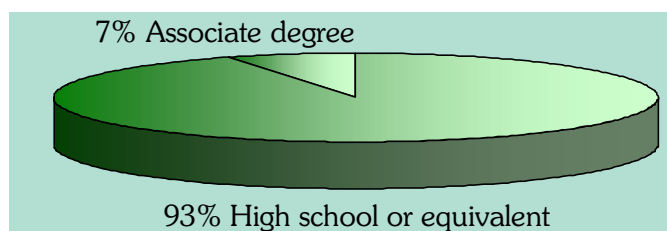
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	20%	0%	53%	13%	7%	0%	13%	20%
Dental Ins.	0%	0%	67%	7%	13%	7%	13%	20%
Vision Ins.	0%	0%	53%	7%	13%	7%	27%	20%
Life Ins.	20%	7%	27%	0%	13%	7%	33%	20%
Sick Leave	80%	13%	0%	0%	0%	0%	13%	20%
Vacation	87%	20%	0%	0%	0%	0%	7%	13%
Retire. Plan	0%	0%	47%	13%	13%	0%	33%	20%
Child Care	0%	0%	0%	0%	7%	7%	87%	27%
Other	7%	0%	7%	0%	7%	0%	0%	0%

FT = Full-time Employees PT = Part-time Employees

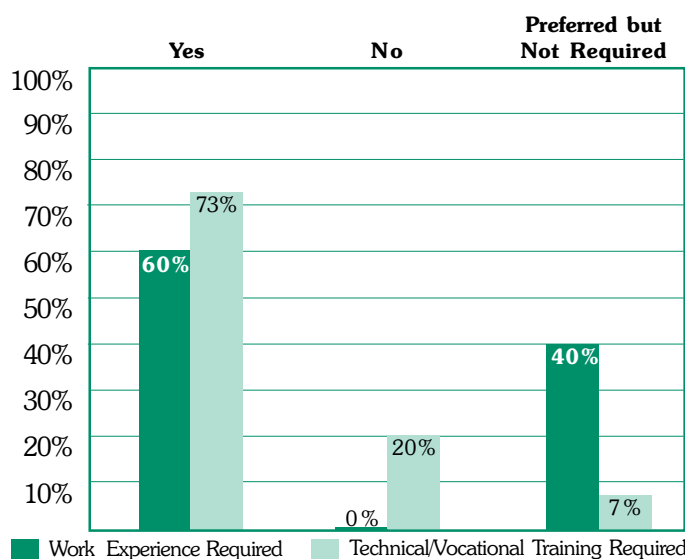
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	6	36	16
Technical/Vocational Training Required	1	8	2

Percentages are based on the number of employers responding to this question.

Medical and Clinical Laboratory Assistants (continued)

Available Training

- Bakersfield College
- Cerro Coso Community College
- Kern County Regional Occupational Program
- North Kern Vocational Training Center

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Good color perception
- ◆ Sit continuously for 2 or more hours
- ◆ Concentrate for long periods of time
- ◆ Manual dexterity
- ◆ Good vision

Personal and Other Skills:

- ◆ Work independently
- ◆ Pay attention to detail
- ◆ Work with close supervision

Technical Skills:

- ◆ Blood drawing (if certified)
- ◆ Apply sterilization techniques
- ◆ Record keeping
- ◆ Use computer applications in research
- ◆ Write effectively
- ◆ Medical terminology
- ◆ Operate precision laboratory equipment

Basic Skills:

- ◆ Write legibly
- ◆ Read and follow instructions
- ◆ Basic math
- ◆ Follow oral instructions
- ◆ Oral communication

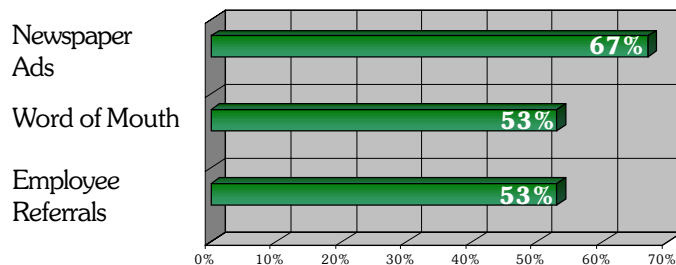
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

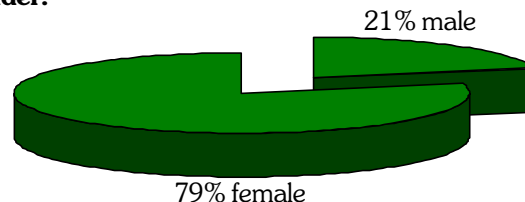
Experienced: Very Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Small (less than 315)

Gender:



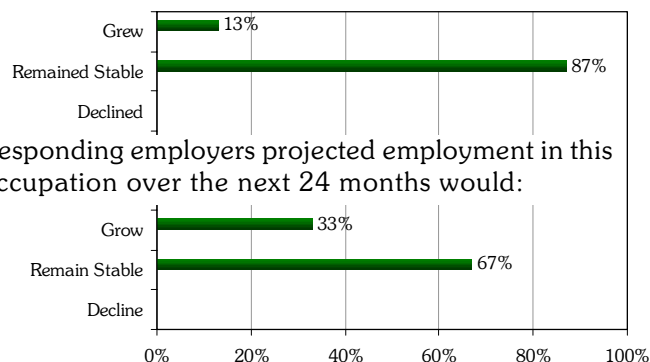
Where the Jobs Are

Major Employing Industries:

- Offices and clinics of Doctors of Medicine
- Hospitals
- Medical laboratories

Projections

Responding employers reported employment in this occupation during the last 12 months:



Growth Rate: Average (9.1%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 40 hours per week. Part-time employees work an average of 28 hours per week.

Promotional Opportunities

Of the employers who responded to this question, many (47%) promote employees from this occupation to higher level positions, such as Lab Analyst, Lab Technologists and Lab Technician.

Medical Secretaries

OES Code: 551050

15 Employers Responded

61 Jobs Represented

Description

Medical Secretaries perform secretarial duties utilizing specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Their duties include taking dictation, and compiling and recording medical charts, reports, and correspondence, as well as preparing and sending bills to patients or recording appointments.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 7.00	\$ 8.00	\$ 8.00
New hires/with experience	\$ 7.00	\$13.00	\$ 9.50
Experienced/3+yrs. with firm	\$ 7.75	\$15.00	\$11.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

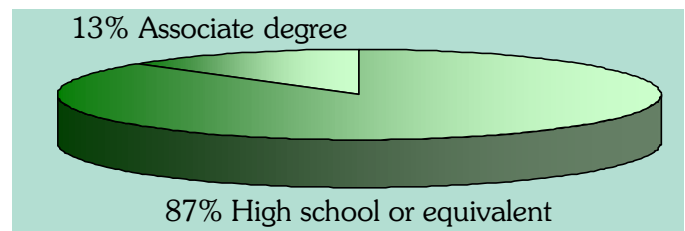
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	27%	7%	33%	0%	0%	0%	40%	7%
Dental Ins.	7%	0%	33%	7%	0%	0%	60%	7%
Vision Ins.	0%	0%	27%	0%	0%	0%	73%	13%
Life Ins.	7%	0%	27%	0%	7%	7%	60%	7%
Sick Leave	80%	7%	0%	0%	0%	0%	20%	7%
Vacation	100%	7%	0%	0%	0%	0%	0%	7%
Retire. Plan	7%	0%	27%	7%	7%	0%	60%	7%
Child Care	0%	0%	7%	0%	7%	0%	87%	13%
Other	7%	0%	13%	0%	7%	0%	0%	0%

FT = Full-time Employees PT = Part-time Employees

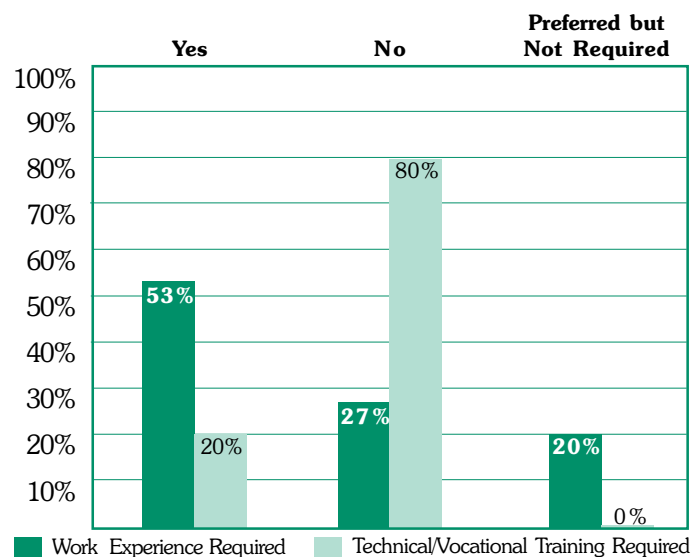
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	3	24	14
Technical/Vocational Training Required	3	9	6

Percentages are based on the number of employers responding to this question.

Medical Secretaries (continued)

Available Training

- Kern County Regional Occupational Program
- North Kern Vocational Training Center
- Santa Barbara Business College

Skills, Licenses and Other Requirements

Personal and Other Skills:

- ◆ Work with close supervision
- ◆ Work independently

Technical Skills:

- ◆ Use word processing software
- ◆ Complete and explain insurance forms
- ◆ Proofreading
- ◆ Follow billing procedures
- ◆ Certified Medical Transcription (CMT)
- ◆ Telephone answering
- ◆ Write effectively
- ◆ Medical Terminology
- ◆ Maintain an appointment calendar
- ◆ Take dictation at 100 wpm or more
- ◆ Type at least 60 wpm
- ◆ Operate a transcribing machine

Basic Skills:

- ◆ Basic math
- ◆ Read and follow instructions
- ◆ Write legibly
- ◆ Oral communication

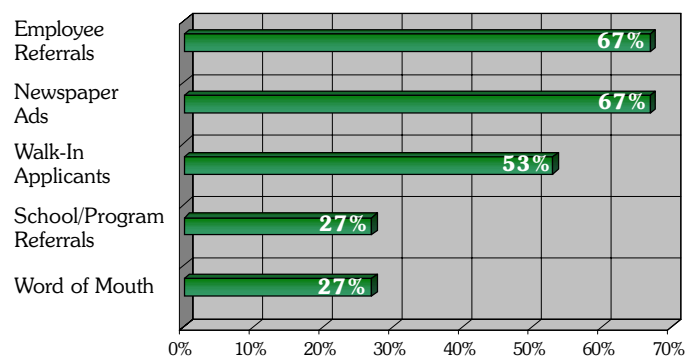
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

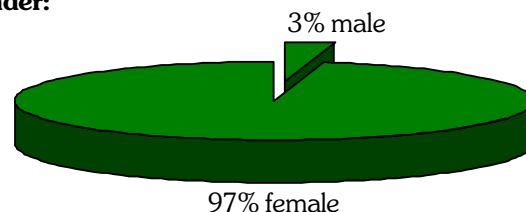
Experienced: Moderately Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Small (less than 315)

Gender:



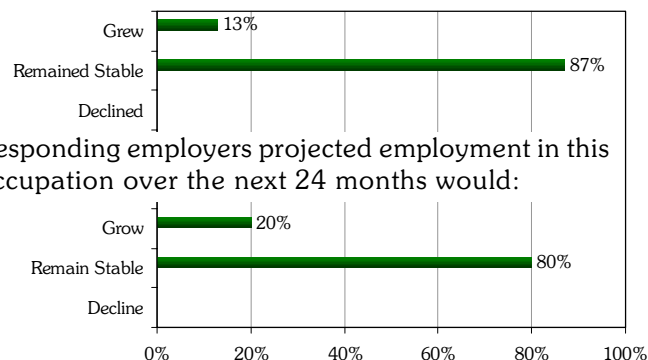
Where the Jobs Are

Major Employing Industries:

- Offices and clinics of Doctors of Medicine
- Hospitals

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:

Growth Rate: Slower than average (3.8%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 40 hours per week. Part-time employees work an average of 22 hours per week.

Promotional Opportunities

Of the employers who responded to this question, most (60%) promote employees from this occupation to higher level positions, such as Front Office Supervisor, Office Manager, Supervisor and Business Office Manager.

Mobile Heavy Equipment Mechanics - Except Engines

OES Code: 853140

16 Employers Responded

77 Jobs Represented

Description

Mobile Heavy Equipment Mechanics (except Engines) repair and maintain mobile mechanical, hydraulic, and pneumatic equipment, such as cranes, bulldozers, graders, and conveyors, used in construction, logging, and surface mining. Does not include Rail Car Repairers and Diesel Engine Specialists.



Wages and Benefits

Wages (Union)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	No entry wages reported		
New hires/with experience	\$11.00	\$30.00	\$15.50
Experienced/3+yrs. with firm	\$14.00	\$30.00	\$19.12

Some employers (28%) reported that wages for this occupation are subject to collective bargaining or union agreement.

Wages (Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	Insufficient Data		
New hires/with experience	\$ 8.00	\$16.00	\$12.50
Experienced/3+yrs. with firm	\$11.00	\$20.00	\$15.50

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	<u>Employer Pays All</u>		<u>Share Cost</u>		<u>Employee Pays All</u>		<u>Not Provided</u>	
	<u>FT</u>	<u>PT</u>	<u>FT</u>	<u>PT</u>	<u>FT</u>	<u>PT</u>	<u>FT</u>	<u>PT</u>
Medical Ins.	25%	0%	63%	0%	0%	0%	13%	6%
Dental Ins.	25%	0%	63%	0%	0%	0%	13%	6%
Vision Ins.	19%	0%	50%	0%	0%	0%	31%	6%
Life Ins.	44%	0%	38%	0%	0%	0%	19%	6%
Sick Leave	63%	6%	0%	0%	0%	0%	38%	0%
Vacation	94%	6%	0%	0%	0%	0%	6%	0%
Retire. Plan	6%	0%	63%	0%	0%	0%	31%	6%
Child Care	0%	0%	0%	0%	19%	0%	81%	6%
Other	0%	0%	19%	0%	13%	0%	0%	0%

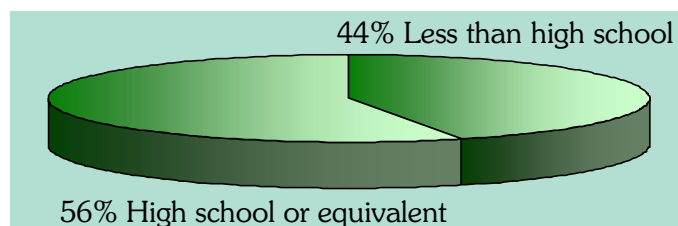
FT = Full-time Employees

PT = Part-time Employees

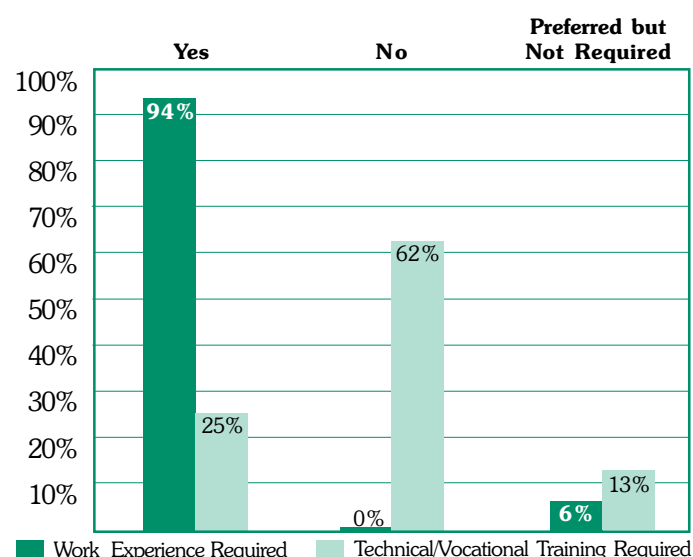
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	<u>Number of Months</u>		
	<u>Low</u>	<u>High</u>	<u>Average</u>
Prior Work Experience Required	6	60	21
Technical/Vocational Training Required	6	12	9

Percentages are based on the number of employers responding to this question.

Mobile Heavy Equipment Mechanics - Except Engines (continued)

Available Training

- Bakersfield College
- Taft College

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Lift at least 80 lbs. repeatedly

Personal and Other Skills:

- ◆ Work independently
- ◆ Mechanical aptitude
- ◆ Provide own hand tools

Technical Skills:

- ◆ Repair electrical systems
- ◆ Follow safe equipment operating practices
- ◆ Basic auto mechanics
- ◆ Hydraulic systems troubleshooting
- ◆ Operate electronic automotive diagnostic equipment
- ◆ Welding
- ◆ Repair pneumatic systems

Basic Skills:

- ◆ Write legibly
- ◆ Oral communication
- ◆ Basic math
- ◆ Read and follow instructions

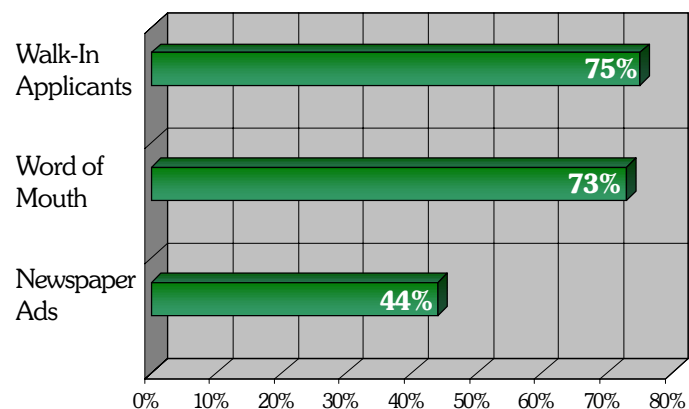
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

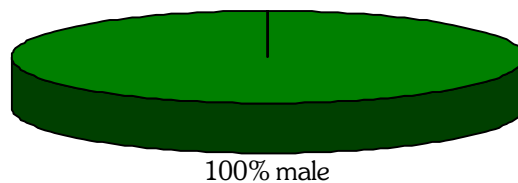
Experienced: Moderately Difficult
Inexperienced: Not Difficult

Recruitment Methods



Size of Occupation: Small (less than 315)

Gender:



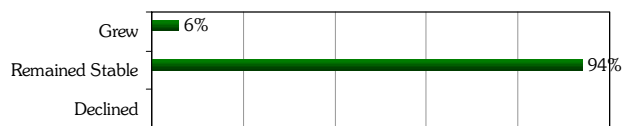
Where the Jobs Are

Major Employing Industries:

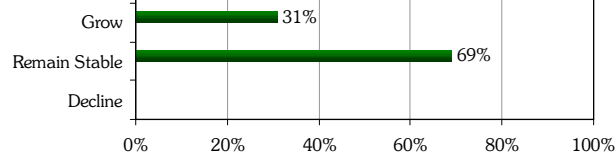
- Oil and gas field services
- Heavy construction equipment rental and leasing

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Faster than average (12.0%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 43 hours per week. Part-time employees work an average of 32 hours per week.

Promotional Opportunities

Of the employers who responded to this question, most (63%) promote employees from this occupation to higher level positions, such as Equipment Manager, Service Manager and Foreman.

Nurse Aides

OES Code: 660080

15 Employers Responded

546 Jobs Represented

Description

Nurse Aides work under the direction of nursing or medical staff to provide auxiliary services in the care of patients. They perform duties such as answering patients' call bells, serving and collecting food trays, and feeding patients. Nurse Aides may be called Assistants, Attendants, or Orderlies. Orderlies are primarily concerned with the care of male patients, setting up equipment, and relieving nurses of heavier work. Does not include Psychiatric Aides and Home Health Aides.

Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 6.75	\$ 8.50	\$ 7.52
New hires/with experience	\$ 6.75	\$ 9.00	\$ 7.80
Experienced/3+yrs. with firm	\$ 8.00	\$10.50	\$ 8.90

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	7%	7%	73%	27%	0%	0%	20%	47%
Dental Ins.	0%	0%	73%	33%	7%	0%	20%	47%
Vision Ins.	0%	0%	60%	27%	7%	0%	33%	53%
Life Ins.	13%	7%	47%	20%	7%	7%	33%	47%
Sick Leave	87%	60%	0%	0%	0%	0%	13%	20%
Vacation	87%	60%	0%	0%	0%	0%	13%	20%
Retire. Plan	0%	0%	67%	27%	7%	7%	27%	47%
Child Care	0%	0%	0%	0%	27%	13%	73%	67%
Other	0%	0%	7%	7%	13%	0%	7%	13%

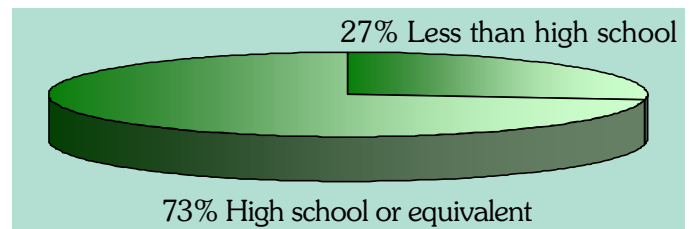
FT = Full-time Employees

PT = Part-time Employees

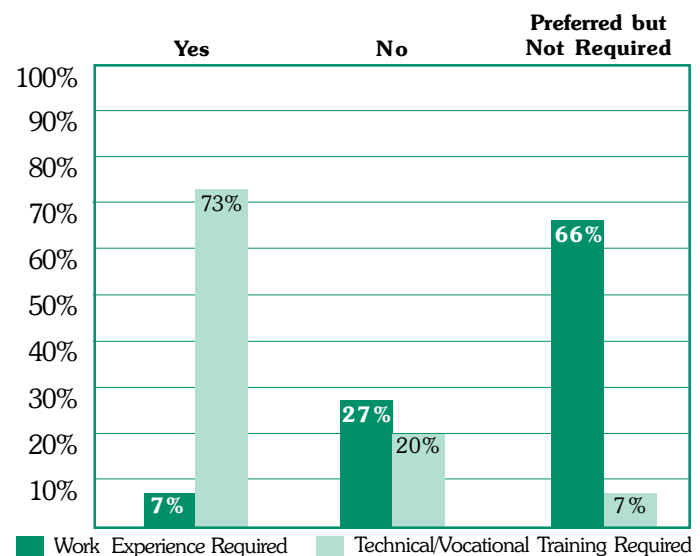
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	1	12	6
Technical/Vocational Training Required	2	6	3

Percentages are based on the number of employers responding to this question.

Available Training

- Bakersfield Adult School
- Bakersfield College
- Cerro Coso Community College
- Delano Adult School
- Inyo County Adult Education
- Inyo County Regional Occupational Program
- Kern County Regional Occupational Program
- Kern High School District - Career Resource Department
- Kern High School District Regional Occupational Center
- North Kern Vocational Training Center
- Owens Valley Career Development Center

Skills, Licenses and Other Requirements

Personal and Other Skills:

- ◆ Work independently
- ◆ Work with close supervision
- ◆ Handle crisis situations
- ◆ Nurses Aide certification

Technical Skills:

- ◆ Apply transferring techniques moving patients
- ◆ Provide personal services to patients
- ◆ Record keeping
- ◆ Knowledge of orthopedic care
- ◆ Understanding of asepsis
- ◆ Perform CPR
- ◆ CNA certification
- ◆ Apply dressings and compresses
- ◆ Knowledge of surgical preparation procedures
- ◆ Post surgical care
- ◆ Administer emergency first aid

Basic Skills:

- ◆ Oral communication
- ◆ Read and follow instructions
- ◆ Basic math skills
- ◆ Write legibly

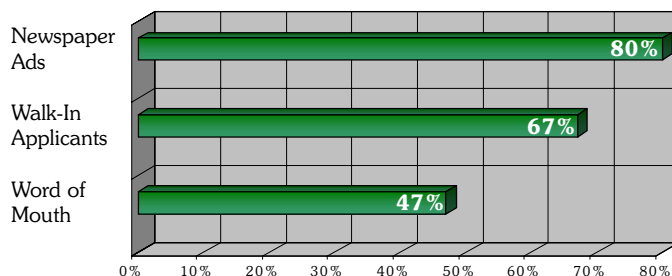
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

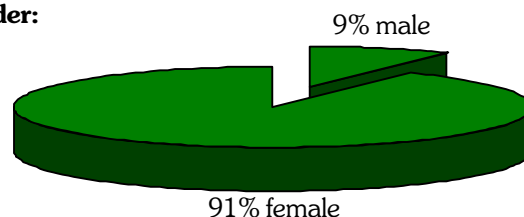
Experienced: Very Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Very large (1,367 and above)

Gender:



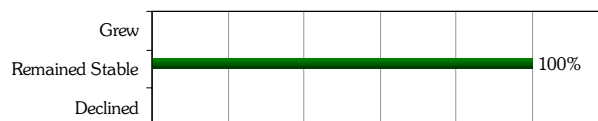
Where the Jobs Are

Major Employing Industries:

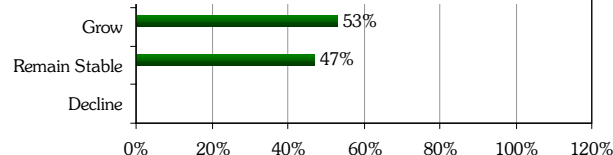
- Nursing and personal care facilities
- Residential care facilities
- Hospitals

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Average (9.8%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 38 hours per week. Part-time employees work an average of 24 hours per week.

Promotional Opportunities

Of the employers who responded to this question, almost all (80%) promote employees from this occupation to higher level positions, such as Lead CNA, LVN, RN, Staffing Assistant, Medical Records and Social Services.

Pest Controllers and Pest Control Assistants

OES Code: 670080

15 Employers Responded

246 Jobs Represented

Description

Pest Controllers and Pest Control Assistants spray or release chemical solutions or toxic gases and set mechanical traps to kill pests and vermin such as mice, termites, and roaches that infest buildings and surrounding areas.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 6.90	\$13.50	\$ 8.60
New hires/with experience	\$ 6.90	\$13.50	\$10.00
Experienced/3+yrs. with firm	\$ 8.05	\$15.00	\$11.51

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	20%	0%	67%	0%	0%	0%	13%	0%
Dental Ins.	7%	0%	40%	0%	27%	0%	27%	0%
Vision Ins.	7%	0%	33%	0%	20%	0%	40%	0%
Life Ins.	20%	0%	40%	0%	13%	0%	27%	0%
Sick Leave	80%	0%	0%	0%	0%	0%	20%	0%
Vacation	100%	0%	0%	0%	0%	0%	0%	0%
Retire. Plan	0%	0%	53%	0%	27%	0%	20%	0%
Child Care	0%	0%	0%	0%	7%	0%	93%	0%
Other	53%	0%	13%	0%	0%	0%	0%	0%

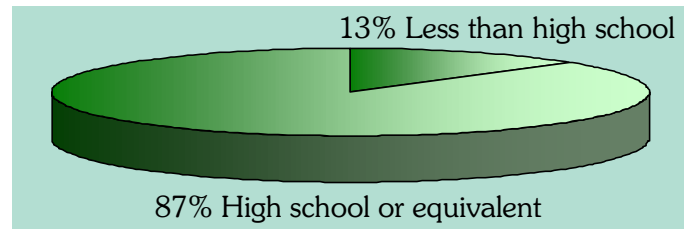
FT = Full-time Employees

PT = Part-time Employees

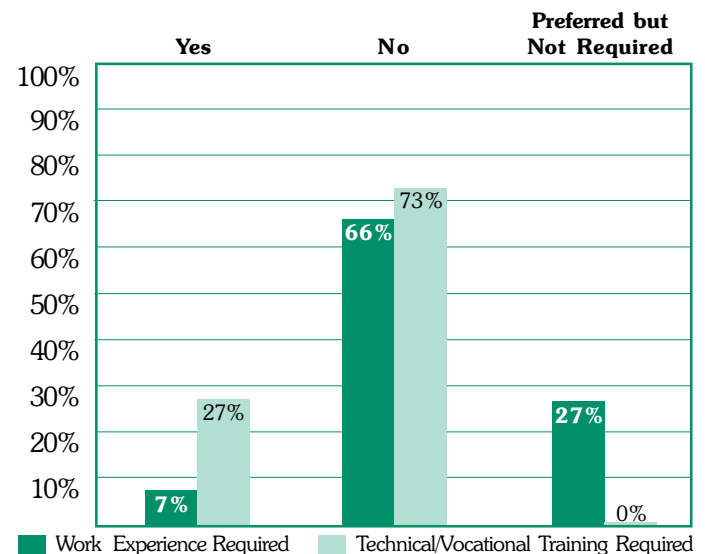
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	12	24	14
Technical/Vocational Training Required	1	3	2

Percentages are based on the number of employers responding to this question.

Pest Controllers and Pest Control Assistants (continued)

Available Training

Our research indicates that no formal training is locally available for this occupation.

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Tolerate dust and unpleasant odors
- ◆ Climb to high places
- ◆ Climb ladders
- ◆ Lift at least 50 lbs. repeatedly

Personal and Other Skills:

- ◆ Work with close supervision
- ◆ Possession of a good DMV driving record
- ◆ Public contact skills
- ◆ Work independently
- ◆ Possession of a valid driver's license

Technical Skills:

- ◆ Apply principles of hazardous and toxic waste disposal
- ◆ Read blueprints
- ◆ Implement safe work practices
- ◆ Possession of a Pest Control Applicator Certificate
- ◆ Possession of a pest control license

Basic Skills:

- ◆ Oral communication
- ◆ Write legibly
- ◆ Read and follow instructions
- ◆ Basic math

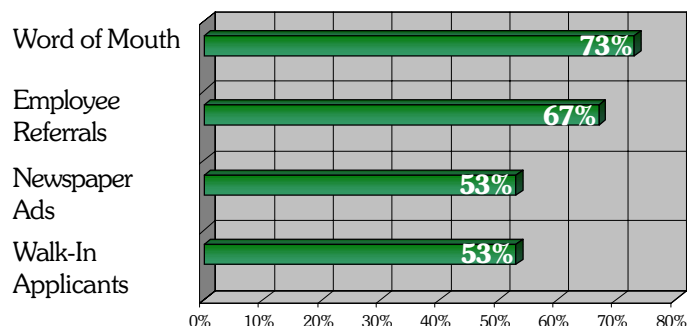
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

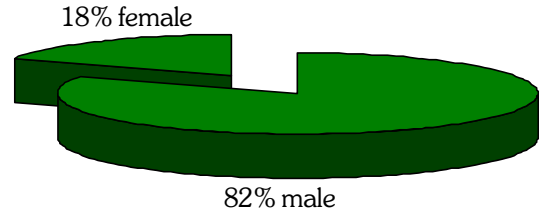
Experienced: Very Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Medium (315-630)

Gender:



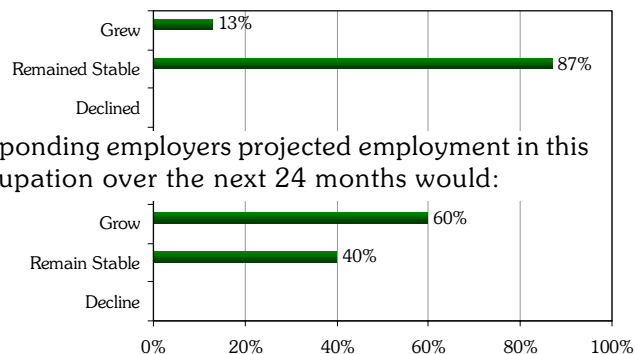
Where the Jobs Are

Major Employing Industries:

- Pest control services

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:

Growth Rate: Much faster than average (18.9%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 41 hours per week.

Promotional Opportunities

Of the employers who responded to this question, almost all (93%) promote employees from this occupation to higher level positions, such as Route Supervisor, Supervisor and Foreman.

Phlebotomists

Non-OES Code: 079364999

15 Employers Responded

74 Jobs Represented

Description

Phlebotomists draw blood from patients or donors in hospitals, independent clinical laboratories, blood banks, or similar facilities, for analysis or other medical purposes. They may perform related clerical and/or routine laboratory tasks.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	\$ 7.25	\$ 9.00	\$ 8.00
New hires/with experience	\$ 7.50	\$10.00	\$ 8.70
Experienced/3+yrs. with firm	\$ 8.50	\$13.00	\$10.30

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

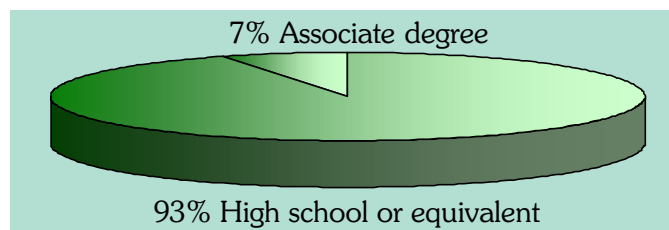
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	33%	7%	40%	13%	0%	0%	13%	13%
Dental Ins.	13%	0%	47%	13%	7%	0%	20%	20%
Vision Ins.	13%	0%	40%	7%	7%	0%	27%	27%
Life Ins.	20%	0%	33%	7%	7%	7%	27%	20%
Sick Leave	67%	33%	7%	0%	0%	0%	13%	0%
Vacation	80%	33%	7%	0%	0%	0%	0%	0%
Retire. Plan	0%	0%	47%	13%	7%	7%	33%	13%
Child Care	0%	0%	0%	0%	7%	0%	80%	33%
Other	0%	7%	13%	0%	0%	0%	0%	0%

FT = Full-time Employees PT = Part-time Employees

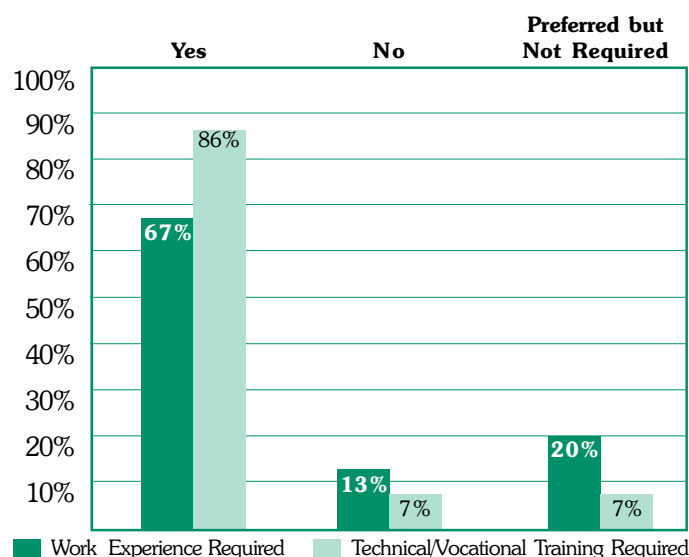
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	<u>Low</u>	<u>High</u>	<u>Average</u>
Prior Work Experience Required	3	36	13
Technical/Vocational Training Required	1	12	2

Percentages are based on the number of employers responding to this question.

Available Training

- Bakersfield Adult School
- Sierra Sands Unified School District (Adult School Program)

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Good color perception

Personal and Other Skills:

- ◆ Work with close supervision
- ◆ Work independently

Technical Skills:

- ◆ Phlebotomist certificate
- ◆ Telephone answering
- ◆ Infection control
- ◆ Medical terminology
- ◆ Take vital signs
- ◆ Blood drawing
- ◆ Sterilization techniques
- ◆ Data entry
- ◆ Administer an electro-cardiograph (EKG) test
- ◆ Follow laboratory procedures
- ◆ Type at least 30 wpm
- ◆ Follow billing procedures

Basic Skills:

- ◆ Basic math
- ◆ Read and follow instructions
- ◆ Write legibly
- ◆ Oral communication

Employment Trends

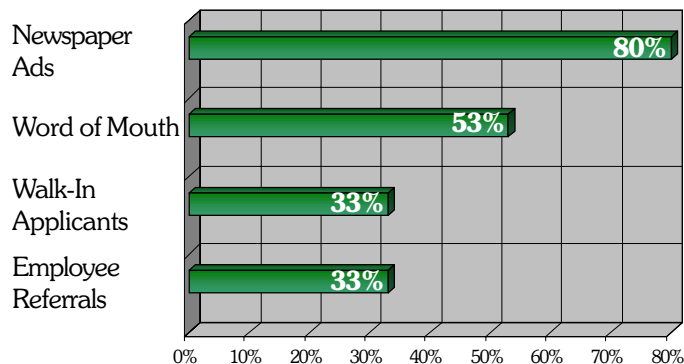
Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

Experienced: Moderately Difficult

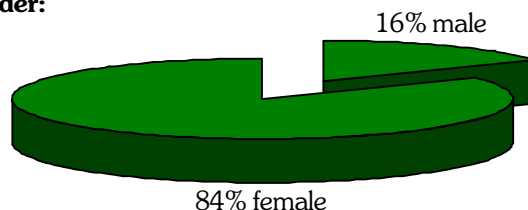
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Information not available

Gender:



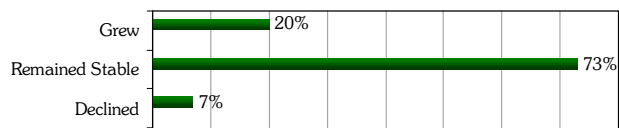
Where the Jobs Are

Major Employing Industries:

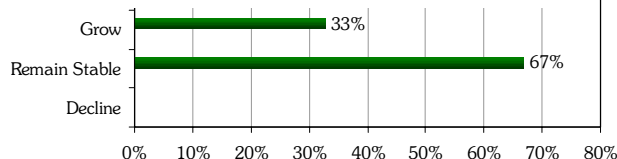
- Offices and clinics of Doctors of Medicine
- Hospitals
- Medical laboratories

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Information not available

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 40 hours per week. Part-time employees work an average of 24 hours per week.

Promotional Opportunities

Of the employers who responded to this question, most (67%) promote employees from this occupation to higher level positions, such as Lab Assistant, Supervisor, Chief Technician, LVN, RN, Front Office, Medical Assistant, Office Manager and Admitting.

Physical Therapists

OES Code: 323080

15 Employers Responded

69 Jobs Represented

Description

Physical Therapists apply techniques and treatments that help relieve pain, increase the patient's strength, and decrease or prevent deformity and crippling.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$20.00	\$27.00	\$21.79
New hires/with experience	\$20.00	\$30.00	\$25.00
Experienced/3+yrs. with firm	\$22.00	\$37.50	\$27.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

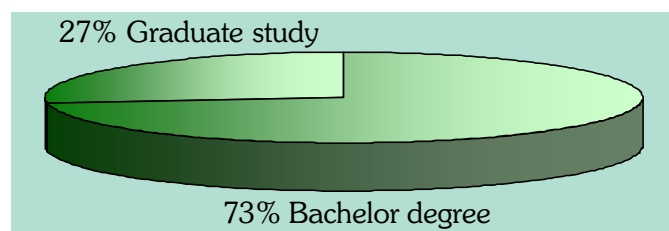
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	27%	0%	67%	0%	0%	0%	7%	33%
Dental Ins.	7%	0%	40%	0%	0%	0%	53%	33%
Vision Ins.	7%	0%	47%	0%	0%	0%	47%	33%
Life Ins.	20%	0%	47%	0%	0%	0%	33%	33%
Sick Leave	100%	20%	0%	0%	0%	0%	0%	13%
Vacation	100%	20%	0%	0%	0%	0%	0%	13%
Retire. Plan	7%	0%	40%	0%	20%	0%	33%	33%
Child Care	0%	0%	7%	0%	13%	0%	80%	33%
Other	7%	0%	13%	0%	20%	0%	7%	27%

FT = Full-time Employees PT = Part-time Employees

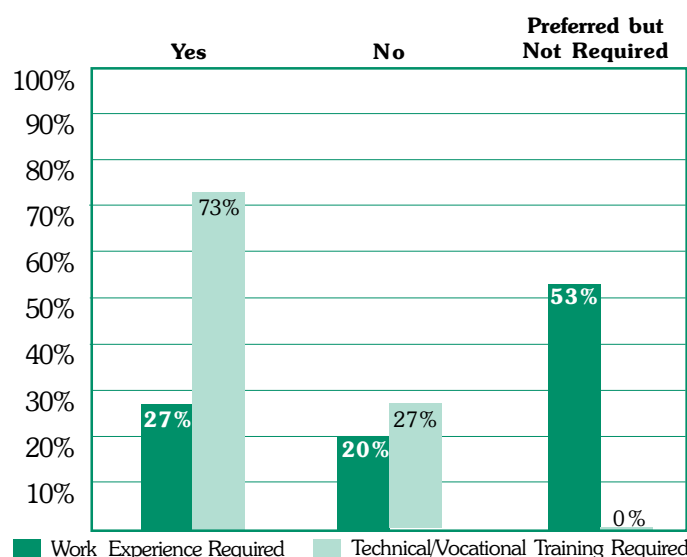
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	6	24	12
Technical/Vocational Training Required	6	24	14

Percentages are based on the number of employers responding to this question.

Available Training

Our research indicates that no formal training is locally available for this occupation.

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Manual dexterity

Personal and Other Skills:

- ◆ Work as part of a team
- ◆ Work independently
- ◆ Work with close supervision
- ◆ Mechanical aptitude

Technical Skills:

- ◆ Physical Therapist license
- ◆ Knowledge of geriatrics
- ◆ Record keeping
- ◆ Problem solving
- ◆ Knowledge of cardiac rehabilitation
- ◆ Knowledge of pediatrics
- ◆ Write effectively
- ◆ Counseling skills

Basic Skills:

- ◆ Oral communication
- ◆ Basic math
- ◆ Read and follow instructions
- ◆ Write legibly

Employment Trends

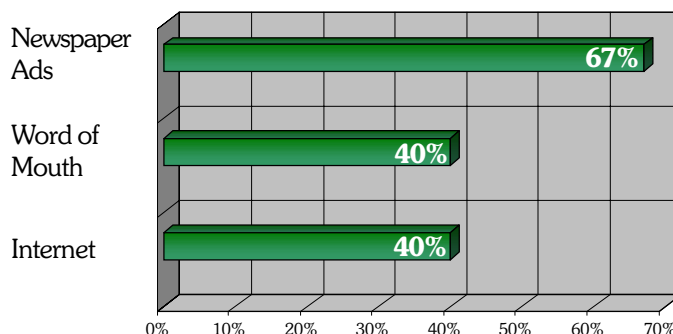
Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

Experienced: Moderately Difficult

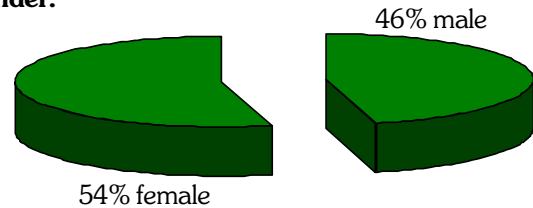
Inexperienced: Very Difficult

Recruitment Methods



Size of Occupation: Small (less than 315)

Gender:



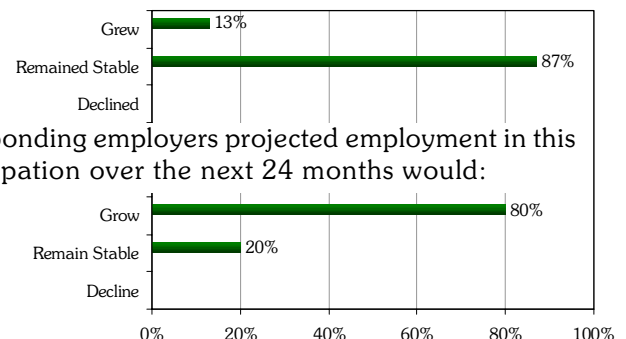
Where the Jobs Are

Major Employing Industries:

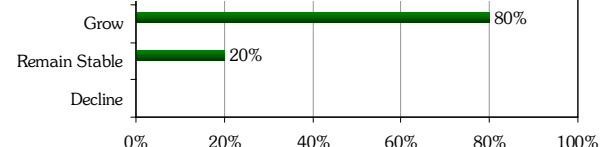
- Offices and clinics of health care practitioners, not elsewhere classified
- Nursing and personal care facilities

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Faster than average (13.0%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 39 hours per week. Part-time employees work an average of 25 hours per week.

Promotional Opportunities

Of the employers who responded to this question, most (67%) promote employees from this occupation to higher level positions, such as Case Manager, Evaluator, Manager and Clinical Manager.

Plumbers, Pipefitters, and Steamfitters

OES Code: 875020

15 Employers Responded

227 Jobs Represented

Description

Plumbers, Pipefitters, and Steamfitters assemble, install, alter and repair pipe systems (metal, plastic, ceramic, composition, etc.) that carry water, steam, air, or other liquids or gases. Does not include plumbers and pipefitters who primarily install and repair heating, air conditioning, and refrigeration systems.



Wages and Benefits

Wages (Union)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	insufficient data		
New hires/with experience	\$ 9.27	\$23.22	\$11.00
Experienced/3+yrs. with firm	\$13.90	\$24.54	\$16.00

Some employers (21%) reported that wages for this occupation are subject to collective bargaining or union agreement.

Wages (Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	\$ 8.00	\$12.50	\$ 8.00
New hires/with experience	\$10.00	\$16.00	\$12.00
Experienced/3+yrs. with firm	\$14.00	\$22.00	\$17.50

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	<u>Employer Pays All</u>		<u>Share Cost</u>		<u>Employee Pays All</u>		<u>Not Provided</u>	
	<u>FT</u>	<u>PT</u>	<u>FT</u>	<u>PT</u>	<u>FT</u>	<u>PT</u>	<u>FT</u>	<u>PT</u>
Medical Ins.	40%	0%	40%	0%	0%	0%	20%	0%
Dental Ins.	33%	0%	33%	0%	7%	0%	27%	0%
Vision Ins.	20%	0%	20%	0%	0%	0%	60%	0%
Life Ins.	40%	0%	20%	0%	0%	0%	40%	0%
Sick Leave	33%	0%	7%	0%	0%	0%	60%	0%
Vacation	80%	0%	0%	0%	0%	0%	20%	0%
Retire. Plan	13%	0%	40%	0%	7%	0%	40%	0%
Child Care	0%	0%	0%	0%	0%	0%	100%	0%
Other	7%	0%	13%	0%	0%	0%	7%	0%

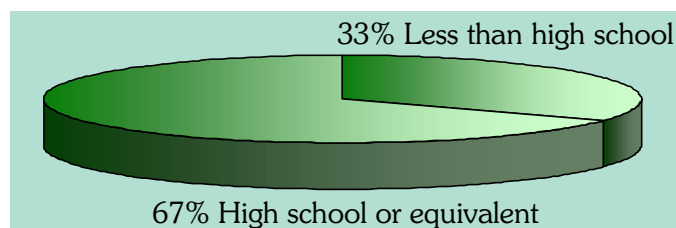
FT = Full-time Employees

PT = Part-time Employees

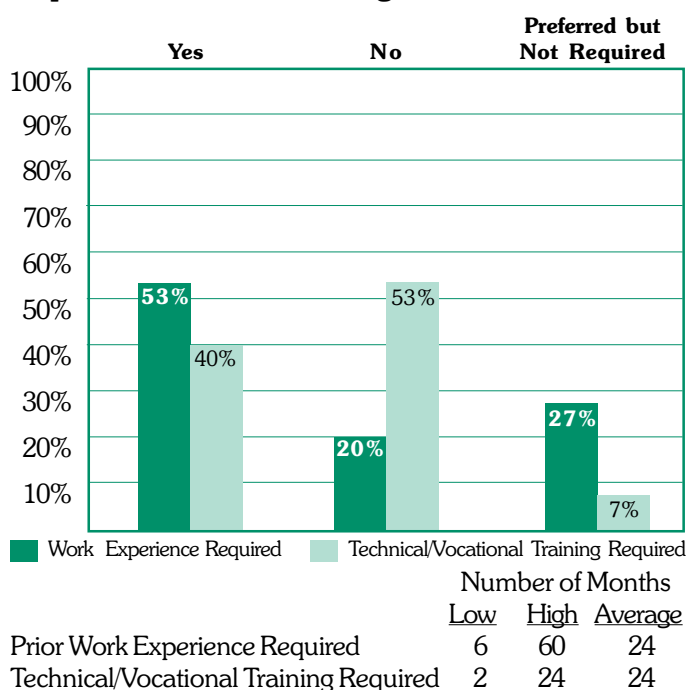
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



Percentages are based on the number of employers responding to this question.

Plumbers, Pipefitters, and Steamfitters (continued)

Available Training

- Bakersfield College
- Pipe Trades JAC

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Lift at least 50 pounds repeatedly

Personal and Other Skills:

- ◆ Possession of a good DMV driving record
- ◆ Work independently
- ◆ Public contact skills
- ◆ Work with close supervision
- ◆ Provide own hand tools
- ◆ Possession of a reliable vehicle
- ◆ Possession of a valid driver's license

Technical Skills:

- ◆ Gas welding
- ◆ Soldering
- ◆ Read blueprints
- ◆ Understanding of building codes
- ◆ Pipefitting
- ◆ Use hand tools
- ◆ Arc welding
- ◆ Cost estimating

Basic Skills:

- ◆ Oral communication
- ◆ Read and follow instructions
- ◆ Write legibly
- ◆ Basic math

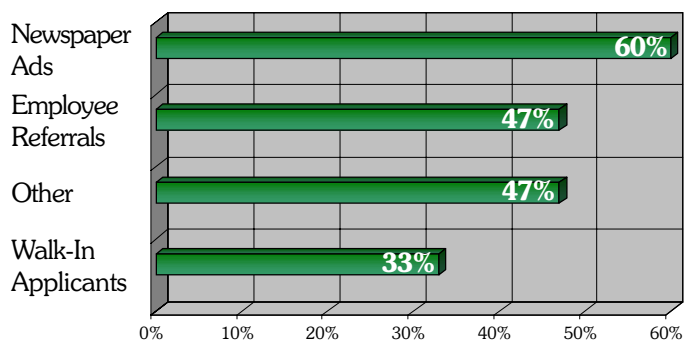
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

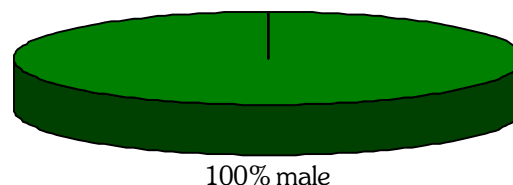
Experienced: Very Difficult
Inexperienced: Very Difficult

Recruitment Methods



Size of Occupation: Medium (315-630)

Gender:



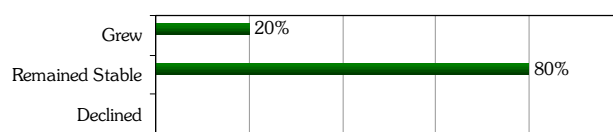
Where the Jobs Are

Major Employing Industries:

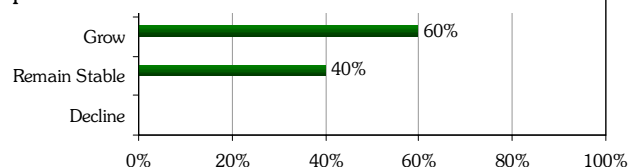
- Plumbing, heating and air conditioning

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Slower than average (6.6%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 40 hours per week.

Promotional Opportunities

Of the employers who responded to this question, most (73%) promote employees from this occupation to higher level positions, such as Superintendent, Foreman and Manager.

Rotary Drill Operators - Oil and Gas Extraction

OES Code: 879110

15 Employers Responded

591 Jobs Represented

Description

Rotary Drill Operators, Oil and Gas Extraction set up or operate a variety of drills to remove petroleum products from the earth and to remove core samples for testing during oil and gas extraction. Includes such occupations as Core and Rotary Drillers, and Well and Prospecting Drillers.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 8.00	\$17.00	\$10.00
New hires/with experience	\$ 8.00	\$22.00	\$14.00
Experienced/3+yrs. with firm	\$10.00	\$26.15	\$17.50

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

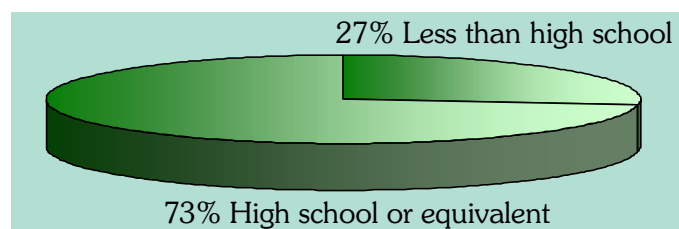
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	7%	0%	87%	0%	0%	0%	7%	13%
Dental Ins.	0%	0%	87%	0%	0%	0%	13%	13%
Vision Ins.	0%	0%	73%	0%	0%	0%	27%	13%
Life Ins.	0%	0%	73%	0%	7%	0%	20%	13%
Sick Leave	47%	0%	0%	0%	0%	0%	53%	13%
Vacation	73%	0%	0%	0%	0%	0%	27%	13%
Retire. Plan	0%	0%	73%	0%	0%	0%	27%	13%
Child Care	0%	0%	0%	0%	33%	0%	67%	13%
Other	7%	0%	20%	0%	13%	0%	0%	0%

FT = Full-time Employees PT = Part-time Employees

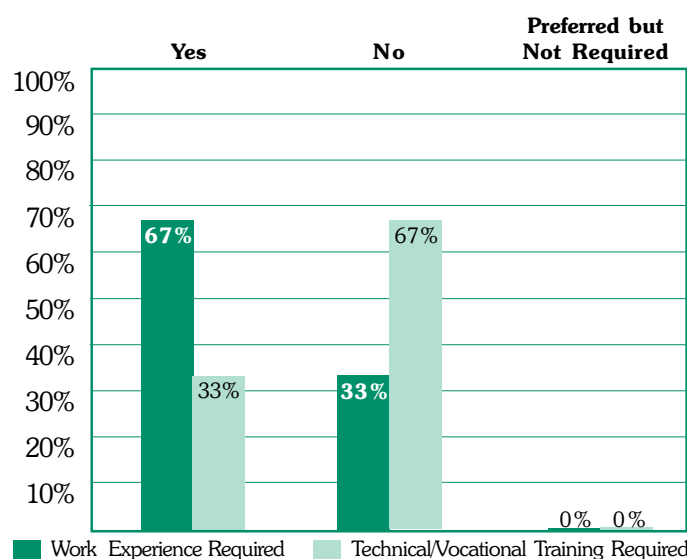
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	Low	High	Average
Prior Work Experience Required	6	60	29
Technical/Vocational Training Required	1	12	4

Percentages are based on the number of employers responding to this question.

Rotary Drill Operators - Oil and Gas Extraction (continued)

Available Training

- Taft College

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Good eye-hand coordination
- ◆ Perform strenuous, physically demanding work

Personal and Other Skills:

- ◆ Work independently
- ◆ Mechanical aptitude
- ◆ Work with close supervision

Technical Skills:

- ◆ Use explosives
- ◆ Knowledge of subsurface tools and instruments
- ◆ Knowledge of oilwell drilling equipment
- ◆ Use hand tools
- ◆ Knowledge of offshore drilling
- ◆ Understanding of fire safety and prevention practices
- ◆ Well drilling
- ◆ Follow safe equipment operating practices
- ◆ Maintain equipment

Basic Skills:

- ◆ Basic math
- ◆ Oral communication
- ◆ Read and follow instructions
- ◆ Write legibly

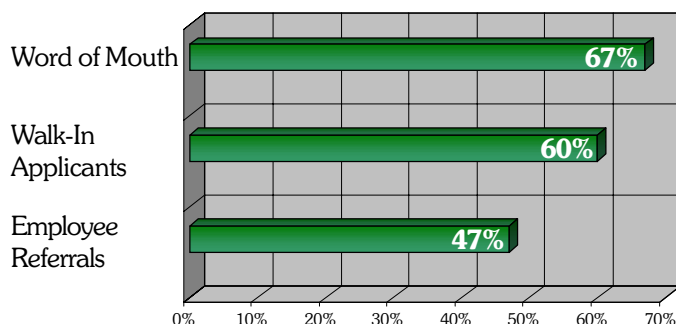
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

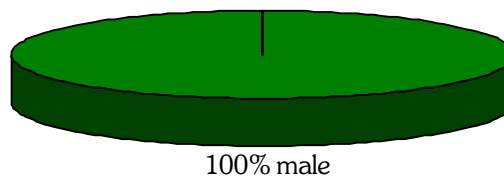
Experienced: Moderately Difficult
Inexperienced: Very Difficult

Recruitment Methods



Size of Occupation: Medium (315-630)

Gender:



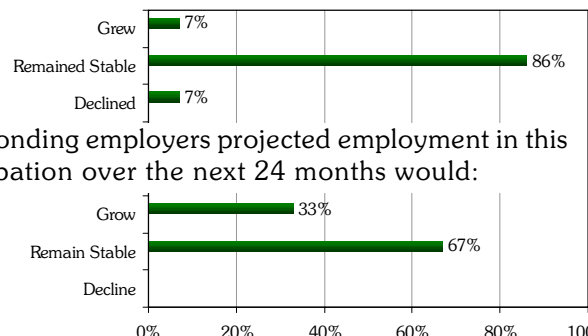
Where the Jobs Are

Major Employing Industries:

- Oil and gas field services
- Crude petroleum and natural gas

Projections

Responding employers reported employment in this occupation during the last 12 months:



Growth Rate: Faster than average (13.3%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 48 hours per week. Part-time employees work an average of 28 hours per week.

Promotional Opportunities

Of the employers who responded to this question, almost all (87%) promote employees from this occupation to higher level positions, such as Rig Supervisor, Mechanic, Mud Technician, Driller, Supervisor, Lease Operator, Tool Pusher, Drilling Manager, Manager and Blaster .

Roustabouts

OES Code: 879210

15 Employers Responded

327 Jobs Represented

Description

Roustabouts perform tasks necessary to assemble or repair oilfield equipment using hand tools and power tools. They perform other related tasks as needed.



Wages and Benefits

Wages (Union, Non-Union and Union Undetermined)

	<u>Low</u>	<u>High</u>	<u>Median</u>
New hires/no experience	\$ 9.00	\$12.55	\$ 9.88
New hires/with experience	\$ 8.40	\$15.00	\$10.00
Experienced/3+yrs. with firm	\$10.00	\$18.25	\$12.00

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

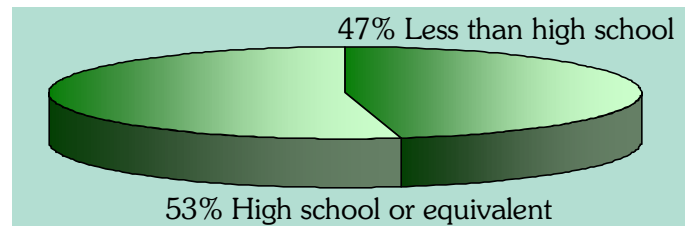
	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT / PT		FT / PT		FT / PT		FT / PT	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	13%	0%	73%	0%	0%	0%	13%	0%
Dental Ins.	7%	0%	67%	0%	0%	0%	27%	0%
Vision Ins.	0%	0%	60%	0%	0%	0%	40%	0%
Life Ins.	27%	0%	27%	0%	7%	0%	40%	0%
Sick Leave	47%	0%	0%	0%	0%	0%	53%	0%
Vacation	80%	0%	0%	0%	0%	0%	20%	0%
Retire. Plan	0%	0%	47%	0%	13%	0%	40%	0%
Child Care	0%	0%	0%	0%	33%	0%	67%	0%
Other	7%	0%	20%	0%	13%	0%	7%	0%

FT = Full-time Employees PT = Part-time Employees

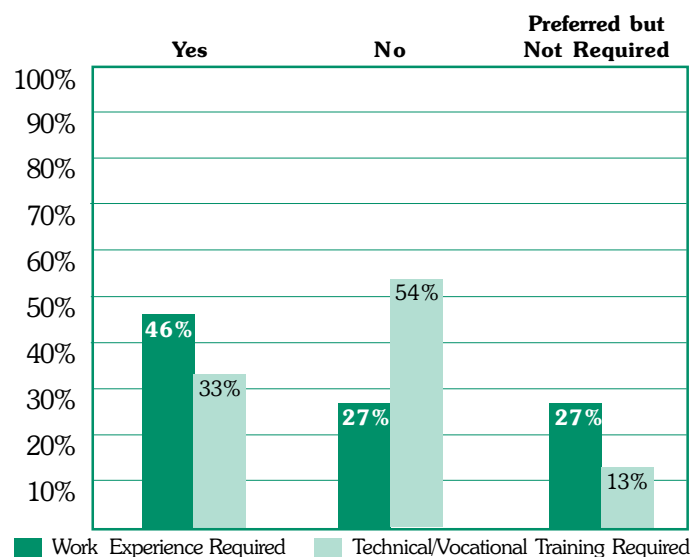
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



	Number of Months		
	<u>Low</u>	<u>High</u>	<u>Average</u>
Prior Work Experience Required	1	36	13
Technical/Vocational Training Required	1	3	2

Percentages are based on the number of employers responding to this question.

Available Training

- Taft College

Skills, Licenses and Other Requirements

Physical Skills:

- ◆ Lift at least 100 lbs. repeatedly
- ◆ Manual dexterity
- ◆ Climb to high places
- ◆ Perform strenuous, physically demanding work

Personal and Other Skills:

- ◆ Mechanical aptitude
- ◆ Work with close supervision
- ◆ Work independently

Technical Skills:

- ◆ Knowledge of oilwell drilling equipment
- ◆ Implement safe work practices
- ◆ Operate power hand tools
- ◆ Knowledge of offshore drilling
- ◆ Painting
- ◆ Cement work
- ◆ Use hand tools

Basic Skills:

- ◆ Oral communication
- ◆ Write legibly
- ◆ Read and follow instructions
- ◆ Basic math

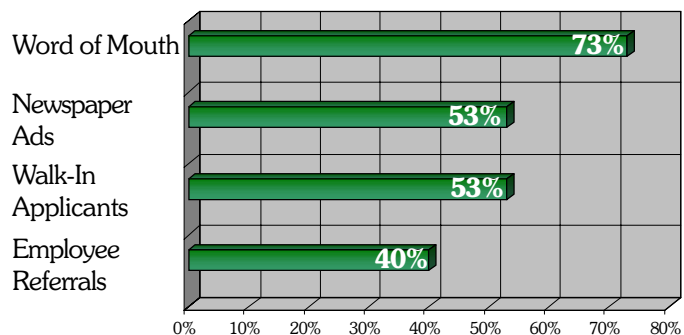
Employment Trends

Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

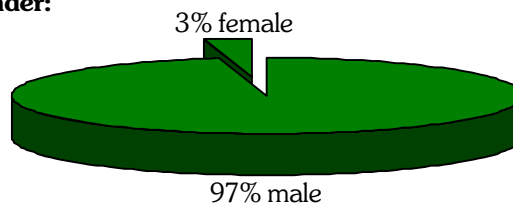
Experienced: Moderately Difficult
Inexperienced: Moderately Difficult

Recruitment Methods



Size of Occupation: Medium (315-630)

Gender:



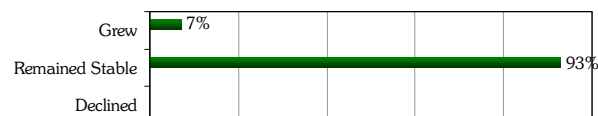
Where the Jobs Are

Major Employing Industries:

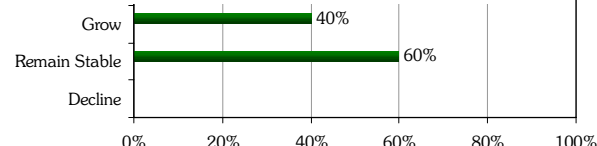
- Oil and gas field services
- Crude petroleum and natural gas

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Slow decline (-6.6%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 52 hours per week.

Promotional Opportunities

Of the employers who responded to this question, almost all (80%) promote employees from this occupation to higher level positions, such as Crew Pusher, Crane Operator, Service Operator, Head Roustabout, Backhoe, Pulling Rig, Foreman, Operator, Crane Driver, Supervisor, Blaster, Swamper and Pipefitter.

Vocational and Educational Counselors

OES Code: 315140

15 Employers Responded

214 Jobs Represented

Description

Vocational and Educational Counselors counsel individuals and provide group educational and vocational guidance services.



Wages and Benefits

Wages (Union)

	Low	High	Median
New hires/no experience	insufficient data		
New hires/with experience	\$14.75	\$26.00	\$19.09
Experienced/3+yrs. with firm	\$20.61	\$29.00	\$22.46

Some employers (21%) reported that wages for this occupation are subject to collective bargaining or union agreement.

Wages (Non-Union and Union Undetermined)

	Low	High	Median
New hires/no experience	\$ 7.35	\$14.38	\$10.36
New hires/with experience	\$ 8.00	\$15.50	\$11.18
Experienced/3+yrs. with firm	\$10.00	\$17.26	\$14.69

Although wages are shown to the nearest cent for ease of comparison, the reader should not interpret this as an indication of precision.

Benefits

	Employer Pays All		Share Cost		Employee Pays All		Not Provided	
	FT	PT	FT	PT	FT	PT	FT	PT
Medical Ins.	40%	0%	33%	13%	7%	0%	7%	27%
Dental Ins.	53%	13%	20%	0%	0%	0%	13%	27%
Vision Ins.	33%	13%	27%	0%	7%	0%	20%	27%
Life Ins.	60%	13%	0%	0%	0%	0%	27%	27%
Sick Leave	73%	13%	7%	0%	0%	0%	7%	27%
Vacation	80%	13%	7%	0%	0%	0%	0%	27%
Retire. Plan	13%	0%	20%	7%	27%	7%	27%	27%
Child Care	0%	0%	7%	0%	0%	0%	80%	40%
Other	7%	0%	7%	0%	0%	0%	0%	0%

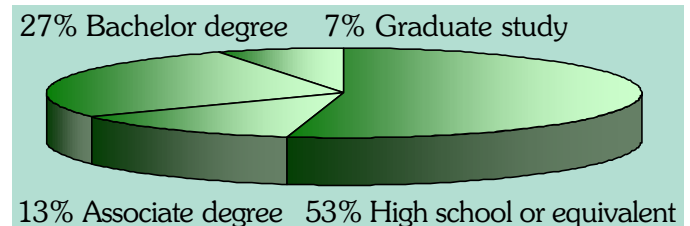
FT = Full-time Employees

PT = Part-time Employees

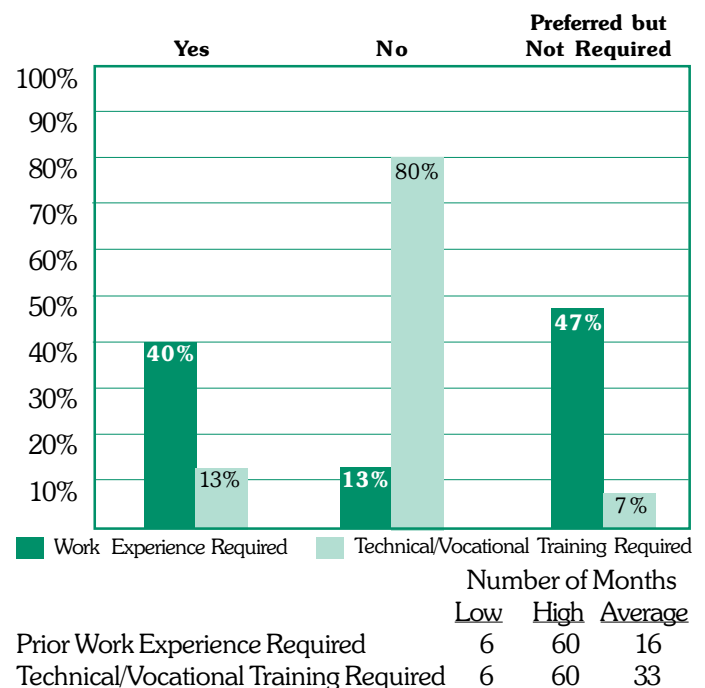
The percentages reflected indicate the percent of all firms that provide each benefit listed in the questionnaire.

Employer Requirements

Minimum Level of Education Required



Experience and Training



Percentages are based on the number of employers responding to this question.

Vocational and Educational Counselors (continued)

Available Training

- California State University, Bakersfield
- Chapman University Extension
- University of LaVerne Extension

Skills, Licenses and Other Requirements

Personal and Other Skills:

- ◆ Work with close supervision
- ◆ Work independently

Technical Skills:

- ◆ Treat substance abuse
- ◆ Rehabilitation counseling
- ◆ Knowledge of veterans services
- ◆ Apply vocational skills assessment tools & techniques
- ◆ Conduct training programs
- ◆ Analyze labor market information
- ◆ Write effectively
- ◆ Interview others for information
- ◆ Family counseling
- ◆ Record keeping
- ◆ Plan and organize the work of others

Basic Skills:

- ◆ Basic math
- ◆ Write legibly
- ◆ Oral communication
- ◆ Read and follow instructions

Employment Trends

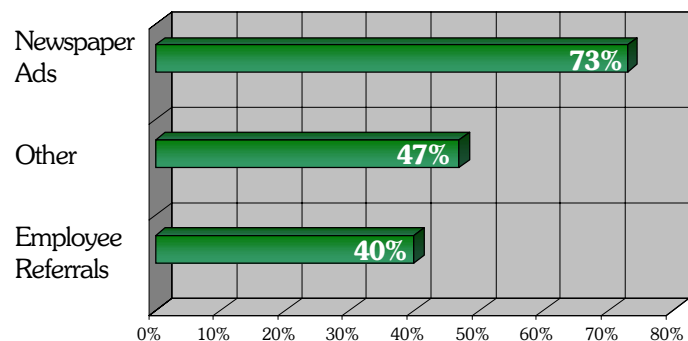
Supply and Demand

Degree of difficulty responding employers have in finding qualified applicants:

Experienced: Moderately Difficult

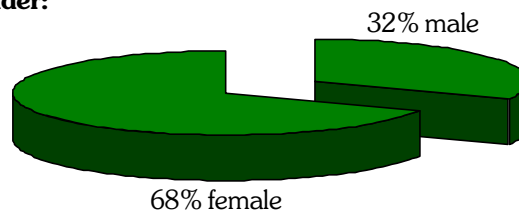
Inexperienced: Very Difficult

Recruitment Methods



Size of Occupation: Medium (315-630)

Gender:



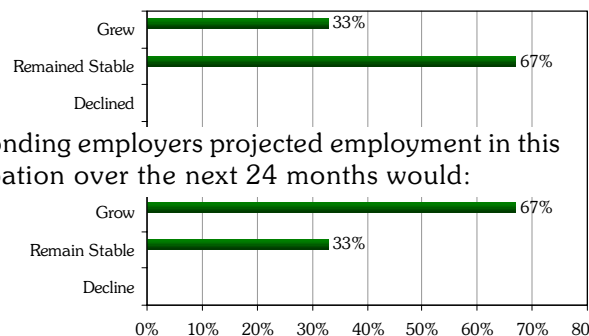
Where the Jobs Are

Major Employing Industries:

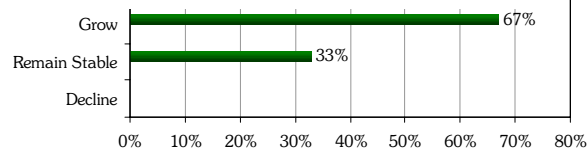
- Elementary and secondary schools
- Colleges, universities and professional schools
- Job training and vocational rehabilitation services
- Vocational schools
- Local government

Projections

Responding employers reported employment in this occupation during the last 12 months:



Responding employers projected employment in this occupation over the next 24 months would:



Growth Rate: Faster than average (13.6%)

(The combined projected average growth rate for all occupations in Kern, Inyo, and Mono Counties is 9.1% for the period 1999 through 2006.)

Other Information

Hours Worked

Full-time employees in this occupation work an average of 39 hours per week. Part-time employees work an average of 28 hours per week.

Promotional Opportunities

Of the employers who responded to this question, most (67%) promote employees from this occupation to higher level positions, such as Case Manager, Coordinator, Supervisor, Administrator and Director.

Occupations Summary

Occupation	Size of Occupation	Projected Growth Rate Compared to average growth rate for all occupations in Kern, Inyo and Mono Counties	Supply/Demand Degree of difficulty employers have in finding qualified applicants	Median Hourly Wages New hires, no experience New hires, with experience Experienced, 3+ years with firm
Automotive Body and Related Repairers	Small	Remain Stable	Experienced: Very Inexperienced: Moderate	\$ 7.50 \$10.00 \$16.50
Bill and Account Collectors	Medium	Much Faster Than Average	Experienced: Moderate Inexperienced: Moderate	\$ 8.00 \$10.00 \$12.00
Computer Engineers	Small	Much Faster Than Average	Experienced: Moderate Inexperienced: Moderate	Insufficient Data \$23.01 \$28.60
Cooks - Restaurant	Very Large	Slower Than Average	Experienced: Very Inexperienced: Moderate	\$ 6.75 \$ 8.00 \$10.00
Customer Service Representatives	Information Not Available	Information Not Available	Experienced: Very Inexperienced: Moderate	\$ 7.50 \$ 8.50 \$11.00
Desktop Publishing - Graphic Designers	Information Not Available	Information Not Available	Experienced: Very Inexperienced: Very	\$ 6.75 \$10.50 \$13.00
Elementary School Teachers	Very Large	Average	Experienced: Not Inexperienced: Not	\$17.53 \$18.63 \$19.80
Farm Equipment Mechanics	Small	Average	Experienced: Moderate Inexperienced: Moderate	\$ 8.50 \$12.00 \$14.00
File Clerks	Medium	Slower Than Average	Experienced: Not Inexperienced: Not	\$ 7.25 \$ 7.75 \$ 9.00

Occupations Summary (continued)

Occupation	Size of Occupation	Projected Growth Rate Compared to average growth rate for all occupations in Kern, Inyo and Mono Counties	Supply/Demand Degree of difficulty employers have in finding qualified applicants	Median Hourly Wages New hires, no experience New hires, with experience Experienced, 3+ years with firm	
Hand Packers and Packagers	Very Large	Much Faster Than Average	Experienced: Moderate Inexperienced: Not	\$ 6.75 \$ 6.75 \$ 6.75	
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	Small	Much Faster Than Average	Experienced: Moderate Inexperienced: Moderate	<u>Union</u> n/a \$15.00 \$23.00	<u>Non-Union</u> \$10.00 \$13.50 \$18.50
Hosts, Hostesses - Restaurant, Lounge or Coffee Shop	Medium	Average	Experienced: Not Inexperienced: Not	\$ 6.75 \$ 7.00 \$ 7.75	
Instructors - NonVocational Education	Medium	Much Faster Than Average	Experienced: Moderate Inexperienced: Very	\$ 8.50 \$10.00 \$12.00	
Loan Officers and Counselors	Small	Faster Than Average	Experienced: Moderate Inexperienced: Very	\$10.79 \$12.66 \$15.34	
Medical and Clinical Laboratory Assistants	Small	Average	Experienced: Very Inexperienced: Moderate	\$ 8.50 \$ 8.75 \$10.00	
Medical Secretaries	Small	Slower Than Average	Experienced: Moderate Inexperienced: Moderate	\$ 8.00 \$ 9.50 \$11.00	
Mobile Heavy Equipment Mechanics - Except Engine	Small	Faster Than Average	Experienced: Moderate Inexperienced: Not	<u>Union</u> n/a \$15.50 \$19.12	<u>Non-Union</u> n/a \$12.50 \$15.50
Nurse Aides	Very Large	Average	Experienced: Very Inexperienced: Moderate	\$ 7.52 \$ 7.80 \$ 8.90	

Occupations Summary (continued)

Occupation	Size of Occupation	Projected Growth Rate Compared to average growth rate for all occupations in Kern, Inyo and Mono Counties	Supply/Demand Degree of difficulty employers have in finding qualified applicants	Median Hourly Wages New hires, no experience New hires, with experience Experienced, 3+ years with firm	
Pest Controllers and Pest Control Assistants	Medium	Much Faster Than Average	Experienced: Very Inexperienced: Moderate	\$ 8.60 \$10.00 \$11.51	
Phlebotomists	Information Not Available	Information Not Available	Experienced: Moderate Inexperienced: Moderate	\$ 8.00 \$ 8.70 \$10.30	
Physical Therapists	Small	Faster Than Average	Experienced: Moderate Inexperienced: Very	\$21.79 \$25.00 \$27.00	
Plumbers, Pipefitters, and Steamfitters	Medium	Slower Than Average	Experienced: Very Inexperienced: Very	<u>Union</u> n/a \$11.00 \$16.00	<u>Non-Union</u> \$ 8.00 \$12.00 \$17.50
Rotary Drill Operators - Oil and Gas Extraction	Medium	Faster Than Average	Experienced: Moderate Inexperienced: Very	\$10.00 \$14.00 \$17.50	
Roustabouts	Medium	Slow Decline	Experienced: Moderate Inexperienced: Moderate	\$ 9.88 \$10.00 \$12.00	
Vocational and Educational Counselors	Medium	Faster Than Average	Experienced: Moderate Inexperienced: Very	<u>Union</u> n/a \$19.09 \$22.46	<u>Non-Union</u> \$10.36 \$11.18 \$14.69

Training and Education

Kern, Inyo and Mono Counties

This section provides basic information about the locally available training and education programs designed to prepare persons for entry into the 25 occupations summarized in this report. It is not meant to be an all-inclusive training directory for the three-county area.

The programs cited in the following pages include certificate and degree programs offered through public secondary schools; adult education; formal apprenticeships; community colleges; private schools, colleges and universities; Regional Occupational Programs; and state universities.

The information in this section is presented first by occupation, followed by a listing of related occupational training programs and their providers. Additional information regarding these and other programs and training and education providers is available from Employers' Training Resource (ETR) and at the California Career Resource Network (CalCRN) website (<http://www.californiacareers.info>).

Please note that the Kern, Inyo and Mono Workforce Investment Board (WIB), ETR and the Employment Development Department/Labor Market Information Division (EDD/LMID) do not endorse or recommend any particular training providers or programs. Additionally, while we have made every effort to ensure that information is accurate and current, this information changes frequently. Readers are encouraged to contact the education and training providers directly to verify or update information.

Related Training and Education

Automotive Body and Related Repairers (853050)

- Bakersfield Adult School
Auto Body Repair
- Kern High School District Regional Occupational Center
Auto Body/Fender Repair
- North Kern Vocational Training Center
Auto Body/Fender Repair

Bill and Account Collectors (535080)

- Bakersfield College
Business Education
- Bakersfield Technical College
Business Education
- Cerro Coso Community College
Accounting
- Mexican American Opportunity Foundation
Bookkeeping
- North Kern Vocational Training Center
Computerized Accounting
- San Joaquin Valley College
Business Education
- Santa Barbara Business College
Computerized Accounting
- Taft College
Accounting

Computer Engineers (221270)

- Bakersfield College
Computer Science
- California State University, Bakersfield
Computer Science
- Cerro Coso Community College
Computer Information Systems
- Chapman University
Computer Science
- Taft College
Computer Science

Cooks - Restaurant (6502600)

- Bakersfield College
Culinary Arts
- Sierra Sands Unified School District (Adult School Program)
Cook

Customer Service Representatives (553350998)

- Bakersfield Adult School
Business Education
- Bakersfield College
Business Education
- Bakersfield Technical College
Business Education
- Cerro Coso Community College
Business Office Technology
- Delano Adult School
Business Office Training
- Inyo County Regional Occupational Program
Office Procedures
- Kern High School District Regional Occupational Center
Office Occupations
- McFarland Learning Center
Vocational Business Training
- Mexican American Opportunity Foundation
Clerical Training
- San Joaquin Valley College, Inc.
Business Administration
- Santa Barbara Business College
Business Administration
- Taft College
Business Administration
- West Side Regional Occupational Center
Applied Office Skills

Desktop Publishing - Graphic Designers (979382999)

- Bakersfield College
Computer Graphic Arts
- Cerro Coso Community College
Media Arts
- Inyo County Regional Occupational Program
Computer Graphics
- Kern County Regional Occupational Program
Business Graphics
- Kern High School District Regional Occupational Center
Graphic Arts
- New Horizons Computer Learning Center
Design and Publishing
- Sierra Sands Unified School District (Adult School Program)
Graphics Designer
- Taft College
Graphic Design

Related Training and Education (continued)

- Tehachapi Unified School District
Visual Communications and Graphics
- West Side Regional Occupational Center
Commercial Print
- Zoom Graphics
Graphic Design

Elementary School Teachers (313050)

- California State University, Bakersfield
Liberal Studies
- National University - Bakersfield Academic Center
Teacher Credential Certificate Program
- Point Loma Nazarene University Extension
Teacher Credential
- University of LaVerne Extension
Multiple Subject Credential

Farm Equipment Mechanics (853210)

- Bakersfield College
Diesel and Heavy Equipment Technician

File Clerks (553210)

- Bakersfield Adult School
Business Education
- Bakersfield College
Business Education
- Bakersfield Technical College
Business Education
- Cerro Coso Community College
Business Office Technology
- Delano Adult School
Business Office Training
- Inyo County Regional Occupational Program
Office Procedures
- Kern High School District - Career Resource Department
Business Services
- Kern High School District Regional Occupational Center
Office Occupations
- McFarland Learning Center
Vocational Business Training
- Mexican American Opportunity Foundation
Clerical Training
- North Kern Vocational Training Center
Receptionist Clerk I and II
- Southern Kern Unified School District Adult School
Word Processing/Office Procedures
- Taft College
Office Technology

- West Side Regional Occupational Center
Applied Office Skills

Hand Packers and Packagers (989020)

Our research indicates that no formal training is locally available for this occupation.

Heating, Air Conditioning, and Refrigeration Mechanics and Installers (859020)

- Bakersfield College
Air Conditioning/Heating/Refrigeration
- Pipe Trades JAC
Refrigeration and Air Conditioning Mechanic
- San Joaquin Valley College, Inc.
Refrigeration and Air Conditioning Technology

Hosts, Hostesses - Restaurant, Lounge or Coffee Shop (650020)

- Kern County Regional Occupational Program
Food Services
- Kern High School District Regional Occupational Center
Hospitality/Hotel Occupations

Instructors - NonVocational Education (31370)

- Bakersfield College
Misc. courses, contact school for further information
- Cerro Coso Community College
Misc. courses, contact school for further information
- Taft College
Misc. courses, contact school for further information

Loan Officers and Counselors (211080)

- Bakersfield College
Business Administration
- California State University, Bakersfield
Business Administration
- Cerro Coso Community College
Accounting
Business Administration
- Taft College
Business Administration
- University of LaVerne Extension
Business Administration
- University of Phoenix - Bakersfield Campus
Business Administration
- University of Phoenix - Edwards Air Force Base Campus
Business Administration

Related Training and Education (continued)

Medical and Clinical Laboratory Assistants (329050)

- Bakersfield College
Biology
- Cerro Coso Community College
Biology
- Kern County Regional Occupational Program
Health Careers
- North Kern Vocational Training Center
Health Careers

Medical Secretaries (551050)

- Bakersfield College
Business Education
- Cerro Coso Community College
Business Office Technology
- North Kern Vocational Training Center
Stenographer/Secretary
- Santa Barbara Business College
Medical Office Systems

Mobile Heavy Equipment Mechanics - Except Engines (853140)

- Bakersfield College
Diesel and Heavy Equipment Technician
- Taft College
Pumping Unit Mechanic/Maintenance

Nurse Aides (660080)

- Bakersfield Adult School
Nursing Assistant
- Bakersfield College
Nurse Assistant
- Cerro Coso Community College
Certified Nurses Aide
- Delano Adult School
Certified Nurse Assistant
- Inyo County Regional Occupational Program
Certified Nurse Aide
- Kern County Regional Occupational Program
Health Careers
- Kern High School District - Career Resource Department
Certified Nurses Assistant
- Kern High School District Regional Occupational Center
Certified Nurses Assistant
- North Kern Vocational Training Center
Nursing Assistant
- Owens Valley Career Development Center
Nursing Assistant/Home Health Aide

Pest Controllers and Pest Control Assistants (670080)

Our research indicates that no formal training is locally available for this occupation.

Phlebotomists (079364999)

- Bakersfield Adult School
Medical Assistant/Medical Back Office
- Sierra Sands Unified School District (Adult School Program)
Medical Careers

Physical Therapists (323080)

Our research indicates that no formal training is locally available for this occupation.

Plumbers, Pipefitters, and Steamfitters (875020)

- Bakersfield College
Apprenticeship - Plumbers and Steamfitters
- Pipe Trades JAC
Plumber

Rotary Drill Operators - Oil and Gas Extraction (879110)

- Taft College
Basic Oilfield Training

Roustabouts (879210)

- Taft College
Basic Oilfield Training

Vocational and Educational Counselors (315140)

- California State University, Bakersfield
Counseling Psychology
- Chapman University Extension
Psychology
- University of LaVerne Extension
Pupil Personnel Services

Training and Education Providers

Bakersfield Adult School

501 South Mount Vernon Avenue
Bakersfield, CA 93307-2859
Phone: (661) 835-1855
Fax: (661) 835-9612
Web Site: <http://www.kernlearn.net/bas>
E-Mail: shandy@khsd.k12.ca.us

Bakersfield College

1801 Panorama Drive
Bakersfield, CA 93305-1299
Phone: (661) 395-4011
Fax: (661) 395-4241
Web Site: <http://www.bakersfieldcollege.edu>
E-Mail: svaughn@bc.cc.ca.us

Bakersfield Technical College

186 Quantico Avenue, Suite A
Bakersfield, CA 93307-2839
Phone: (661) 859-2121
Fax: (661) 859-2126
E-Mail: ctcbtc@earthlink.net

California State University, Bakersfield

9001 Stockdale Highway
Bakersfield, CA 93311-1099
Phone: (661) 664-2011
Fax: (661) 664-6950
Web Site: <http://www.csubak.edu>
E-Mail: cquintanilla@csb.edu

Cerro Coso Community College

3000 College Heights Boulevard
Ridgecrest, CA 93555-9571
Phone: (760) 384-6100
Fax: (760) 384-6377
Web Site: <http://www.cerrocoso.edu>
E-Mail: bweisent@cc.cc.ca.us

Chapman University Extension

140 Methusa Avenue 95 MSS/DPEE
Edwards Air Force Base, CA 93534-1400
Phone: (661) 258-5251
Fax: (661) 258-5244
Web Site: <http://www.chapman.edu>
E-Mail: edw@chapman.edu

Delano Adult School

1811 Princeton Street
Delano, CA 93215
Phone: (661) 720-4172
Fax: (661) 725-5852
Web Site: <http://www.delanoadultschool.org>

Inyo County Adult Education

P. O. Box G
Independence, CA 93526-0607
Phone: (760) 878-2426
Fax: (760) 878-2903
Web Site: <http://www.inyo.k12.ca.us>
E-Mail: suzette_russi@inyo.k12.ca.us

Inyo County Regional Occupational Program

P. O. Box G
Independence, CA 93526-0607
Phone: (760) 878-2426
Fax: (760) 878-2903
Web Site: <http://www.inyo.k12.ca.us/rop>
E-Mail: jim_meadowcroft@inyo.k12.ca.us

Kern County Regional Occupational Program

15926 K Street
Mojave, CA 93501-1713
Phone: (661) 824-9313
Fax: (661) 824-9316
E-Mail: damcqui@zeus.kern.org

Kern High School District - Career Resource Department

2727 F Street
Bakersfield, CA 93301-1817
Phone: (661) 322-7492
Fax: (661) 322-2738
Web Site: <http://www.khsd.k12.ca.us>
E-Mail: pipra_stewart@khsd.k12.ca.us

Training and Education Providers (continued)

Kern High School District Regional Occupational Center

501 South Mount Vernon Avenue
Bakersfield, CA 93307-2859
Phone: (661) 831-3327
Fax: (661) 398-8239
Web Site: <http://www.khsd.k12.ca.us/roc>

McFarland Learning Center

599 5th Street
McFarland, CA 93250-1174
Phone: (661) 792-3178
Fax: (661) 792-6758

Mexican American Opportunity Foundation

2001 28th Street
Bakersfield, CA 93301-1934
Phone: (661) 861-2800
Fax: (661) 336-6861
Web Site: <http://www.maof.org>
E-Mail: maofceop@maof.org

National University - Bakersfield Academic Center

4560 California Avenue
Bakersfield, CA 93309-1150
Phone: (661) 864-2360
Fax: (661) 864-2368
Web Site: <http://www.nu.edu>
E-Mail: admissions@nu.edu

New Horizons Computer Learning Center

5121 Stockdale Highway, Suite 150
Bakersfield, CA 93309-2665
2nd location:
1431 Rosamond Boulevard, Suite 14E
Rosamond, CA 93560-7428
Phone: (661) 397-3606
Fax: (661) 834-0682
Web Site: <http://www.newhorizons.com>
E-Mail: nhinfo@nhbakersfield.com

North Kern Vocational Training Center

2150 7th Street
Wasco, CA 93280-1563
Phone: (661) 758-3045
Fax: (661) 758-5956
E-Mail: gisanti@zeus.kern.org

Owens Valley Career Development Center

P. O. Box 1467
Bishop, CA 93515-1467
270 North See Vee Lane
Bishop, CA 93514-8067
Phone: (760) 873-5107
Fax: (760) 873-4107
E-Mail: consovc@qnet.com

Pipe Trades JAC

6820 Meany Avenue
Bakersfield, CA 93308-5130
Phone: (661) 589-3824
Fax: (661) 589-1059

Point Loma Nazarene University Extension

2100 21st Street, Suite 100
Bakersfield, CA 93301-3713
Phone: (661) 321-3480
Fax: (661) 321-3489
Web Site: <http://www.ptloma.edu>
E-Mail: bakersfield@ptloma.edu

San Joaquin Valley College, Inc.

201 New Stine Road
Bakersfield, CA 93309-2659
Phone: (661) 834-0126
Fax: (661) 834-1021
Internet URL: <http://www.sjvc.com>
E-Mail: billL@sjvc.com

Santa Barbara Business College

211 South Real Road
Bakersfield, CA 93309-2139
Phone: (661) 835-1100
Fax: (661) 835-0242
Internet URL: <http://www.sbbcollege.com>
E-Mail: sbbcbk@aol.com

Training and Education Providers (continued)

Sierra Sands Unified School District (Adult School Program)

140 West Drummond Avenue
Ridgecrest, CA 93555-3118
Phone: (760) 446-5872
Fax: (760) 499-7053
Web Site: <http://www.ssusd.org>

Taft College

29 Emmons Park Drive
Taft, CA 93268-2317
Phone: (661) 763-7700
Fax: (661) 763-7705
Web Site: <http://www.taft.cc.ca.us>
E-Mail: sliddell@taft.org

Tehachapi Unified School District

711 Anita Drive
Tehachapi, CA 93561
Phone: (661) 822-2130
Fax: (661) 822-2207
Web Site: <http://www.teh.k12.ca.us>
E-Mail: tbarker@teh.k12.ca.us

University of LaVerne Extension

P. O. Box 153
Bakersfield, CA 93302-0153
1430 Truxtun Avenue, Suite 120
Bakersfield, CA 93301-0153
Phone: (661) 328-1430 or (800) 695-4858, Ext.
5220
Fax: (661) 328-1378
Web Site: <http://www.ulv.edu>
E-Mail: haughtl@ulv.edu

University of Phoenix - Bakersfield Campus

4900 California Avenue, Tower A, Suite 300
Bakersfield, CA 93309-7018
Phone: (661) 633-0300 or (888) 828-2755
Fax: (661) 633-2711
Web Site: <http://www.phoenix.edu>
E-Mail: dkwatson@apollogrp.edu

University of Phoenix - Edwards Air Force Base Campus

140 Methusa Avenue
Edwards Air Force Base, CA 93524-1400
Phone: (661) 258-5916 or (800) 888-1968
Fax: (661) 258-5917
Web Site: <http://www.phoenix.edu>
E-Mail: geesmond@apollogrp.edu

West Side Regional Occupational Program

P. O. Box 1337
Taft, CA 93268-1337
515 9th Street
Taft, CA 93268
Phone: (661) 765-7185
Fax: (661) 765-7187
E-Mail: dcloud@zeus.kern.org

Previously Surveyed Occupations

Listed below are occupations that Employers' Training Resource has previously surveyed since 1990 for Kern, Inyo and Mono Counties under the California Cooperative Occupational Information System (CCOIS) project. Prior to the survey year 2000, Kern County occupations were surveyed separately from Inyo and Mono Counties occupations. Summaries of these occupations are available through Employers' Training Resource or at the state of California Employment Development Department website:
<http://www.calmis.cahwnet.gov>

Kern, Inyo, and Mono Counties

Occupation	OES Code	Survey Year
Amusement and Recreation Attendants	680140	2001
Assemblers and Fabricators - Except Machine, Electrical, Electronic, and Precision	939560	2001
Automotive Technicians (Exhaust Emissions)	620281999	2001
Bartenders	650050	2000
Bus and Truck Mechanics and Diesel Engine Specialists	853110	2001
Bus Drivers	971080	2000
Bus Drivers - School	971110	2001
Call Center Workers	531230999	2000
Child Care Workers	680380	2000
Civil Engineers	221210	2000
Combined Food Preparation and Service Workers	650410	2001
Computer Support Specialists	251040	2001
Cooks - Institution or Cafeteria	650280	2001
Correction Officers and Jailers	630170	2000
Dental Hygienists	329080	2000
Dispatchers, Except Police, Fire and Ambulance	580050	2000
Drivers/Sales Workers	971170	2001
Education Administrators	150050	2001
Electrical and Electronic Engineers	221260	2000
Employment Interviewers - Private or Public Employment Service	215080	2000
Financial Managers	130020	2000
Food Service Managers	150261	2001
Forklift Operators	921683999	2000
Guards and Watch Guards	630470	2001
Home Health Aides	660110	2000
Hotel Desk Clerks	538080	2001
Janitors and Cleaners - Except Maids and Housekeeping Cleaners	670050	2001
Legal Secretaries	551020	2000
Licensed Vocational Nurses	325050	2001
Lodging Managers	150262	2000
Machinery Maintenance Mechanics	851190	2001
Maids and Housekeeping Cleaners	670020	2001
Marketing, Advertising, and Public Relations Managers	130110	2000

**Previously Surveyed Occupations
(continued)**

Kern, Inyo, and Mono Counties (continued)

Occupation	OES Code	Survey Year
Medical Assistants	660050	2001
Order Clerks - Materials, Merchandise, and Service	553230	2001
Packaging and Filling Machine Operators and Tenders	929740	2000
Personnel, Training, and Labor Relations Managers	130050	2000
Property and Real Estate Managers and Administrators	150110	2001
Radiologic Technologists	329190	2000
Registered Nurses	325020	2001
Roofers	878080	2000
Salespersons - Retail (Except Vehicle Sales)	490112	2001
Secretaries, Except Legal and Medical	551080	2001
Teachers and Instructors - Vocational Education and Training	313140	2000
Teachers - Preschool	313030	2001
Teachers - Special Education	313110	2000
Telephone and Cable TV Line Installers and Repairers	857020	2000
Tire Repairers and Changers	859530	2000
Traffic, Shipping, and Receiving Clerks	580280	2001
Welders and Cutters	939140	2000

Kern County

Occupation	OES Code	Survey Year
Accountants and Auditors	211140	1999
Automotive Mechanics	853020	1999
Bakers—Bread and Pastry	650210	1999
Bookkeeping, Accounting, and Auditing Clerks, Including Bookkeepers	553380	1998
Computer Aided Design (CAD) Technicians	003362999	1999
Computer Programmers, Including Aides	251051	1998
Counter and Rental Clerks	490170	1999
Data Processing Equipment Repairers	857050	1997
Dental Assistants	660020	1998
Electricians	872020	1998
First Line Supervisors and Manager/Supervisors - Clerical and Administrative Support Occupations	510020	1999
Food Preparation Workers	650380	1998
Gaugers	950170	1997
General Office Clerks	553470	1999
Graders and Sorters - Agricultural Products	790110	1997
Hairdressers, Hairstylists, and Cosmetologists	680050	1999

Previously Surveyed Occupations (continued)

Kern County (continued)

Occupation	OES Code	Survey Year
Instructional Aides	315211	1999
Machinists	891080	1999
Medical Records Technicians	329110	1999
Network Control Technicians	031262995	1998
Operating Engineers	979560	1998
Personnel, Training, and Labor Relations Specialist	215110	1997
Pharmacy Technicians	325180	1999
Receptionists and Information Clerks	553050	1997
Salespersons - Parts	490140	1999
Social Workers - Medical and Psychiatric	273020	1999
Stock Clerks - Stockroom, Warehouse, Storage Yard	580230	1999
Systems Analysts - Electronic Data Processing	251020	1999
Teachers - Secondary School	313080	1998
Truck Drivers, Light - Include Delivery and Route Workers	971050	1998
Truck Drivers - Heavy or Tractor Trailer	971020	1999
Vehicle Washers and Equipment Cleaners	989050	1999
Waiters and Waitresses	650080	1998

Inyo and Mono Counties

Occupation	OES Code	Survey Year
Automotive Mechanics	853020	1997
Bookkeeping, Accounting, and Auditing Clerks, Including Bookkeepers	553380	1999
Carpenters	871020	1999
Cashiers	490230	1999
Cooks - Specialty Fast Food	650320	1999
Dining Room and Cafeteria Attendants and Bartender Helpers	650140	1994
First Line Supervisors and Manager/Supervisors - Clerical and Administrative Support Occupations	510020	1996
Food Preparation Workers	650380	1998
Forest and Conservation Workers	790020	1993
Gardeners, Groundskeepers - Except Farm	790300	1992
General Office Clerks	553470	1997
Instructors and Coaches - Sports and Physical Training	313210	1994
Laborers, Landscaping and Groundskeeping	790410	1999
Maintenance Repairers - General Utility	851320	1999
Painters, Paperhangers - Construction and Maintenance	874020	1995
Paving, Surfacing, and Tamping Equipment Operators	877080	1998

**Previously Surveyed Occupations
(continued)**

Inyo and Mono Counties (continued)

Occupation	OES Code	Survey Year
Receptionists and Information Clerks	553050	1999
Salespersons - Parts	490140	1996
Service Station Attendants	978050	1993
Stock Clerks - Sales Floor	490210	1997
Teachers - Kindergarten	313022	1994
Tellers	531020	1995
Truck Drivers - Heavy or Tractor Trailer	971020	1992
Truck Drivers, Light - Include Delivery and Route Workers	971050	1997
Typists, Including Word Processing	553070	1996
Waiters and Waitresses	650080	1991

Sample Questionnaire

ALL RESPONSES ARE KEPT STRICTLY CONFIDENTIAL

Whom should we contact with any further questions?

Name: _____

Position: _____

Phone: _____ Fax: _____

Occupation: 97982999 DESKTOP PUBLISHING - GRAPHIC DESIGNERS		
Desktop Publishing - Graphic Designers use desktop publishing software to lay out pages, select size and style of type, and enter text and graphics into computer to produce printed materials, such as advertisements, brochures, newsletters, and forms, applying knowledge of graphic arts techniques and typesetting.		
Does your firm employ any individual performing the duties in the occupation described above? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please complete this survey for the occupation described. If no, please return this questionnaire to the above address. If your firm has multiple locations, please confine your answers to locations in your county .		
1. What job title(s) does your firm use for these duties ?	Job Title(s): _____	
2. a. How many employees does your firm currently have in this occupation ?	Number of Employees: _____	
b. In this occupation , how many are:	Number of Males: _____	Number of Females: _____
c. In this occupation , how many current employees are there; and on average, how many weekly hours do they work:?		
Regular, Full Time:	Number of Employees: _____	Average Weekly Hours Worked: _____
Regular, Part Time:	Number of Employees: _____	Average Weekly Hours Worked: _____
Temporary/On Call:	Number of Employees: _____	Average Weekly Hours Worked: _____
Seasonal:	Number of Employees: _____	Average Weekly Hours Worked: _____
3. In your firm, what shifts are available for this occupation ? (check all that apply)	<input type="checkbox"/> Day <input type="checkbox"/> Swing <input type="checkbox"/> Graveyard <input type="checkbox"/> Other: Please specify _____	
4. Has your firm hired in this occupation within the last 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, how many were hired to fill:		
vacancies resulting from promotions within your firm?		
vacancies resulting from people in permanent positions leaving your firm?		
new permanent positions resulting from growth?		
temporary, on call, or seasonal positions?		
5. a. During the last 12 months, did your firm's employment in this occupation : (Check one)	<input type="checkbox"/> Decline <input type="checkbox"/> Remain Stable <input type="checkbox"/> Grow	
b. Over the next 24 months, do you expect your firm's employment in this occupation to: (Check one)	<input type="checkbox"/> Decline <input type="checkbox"/> Remain Stable <input type="checkbox"/> Grow	
6. When you hire applicants for this occupation , is prior experience in this occupation required? If yes or preferred, how much experience in this occupation is required/preferred? Is experience in other occupations accepted?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required, but preferred _____ (months) <input type="checkbox"/> Yes <input type="checkbox"/> No Please specify below: Occupation: _____ (months)	
7. If prior experience is required when you hire applicants for this occupation , please indicate how difficult it is for your firm to find fully qualified applicants. (Circle one)		
Not Difficult 1 2 3 4 Difficult		
8. If prior experience is <u>not</u> required when you hire applicants for this occupation , please indicate how difficult it is for your firm to find fully qualified applicants. (Circle one)		
Not Difficult 1 2 3 4 Difficult		

9. Does your firm accept training as a substitute for experience in this occupation ? If yes, how many months of training can generally be substituted?		<input type="checkbox"/> Yes <input type="checkbox"/> No _____ (months)		
10. Is technical or vocational training required prior to employment in this occupation ? If yes or preferred, what kind of training is required ?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required, but preferred _____ (months)		
11. What is the minimum level of education your firm requires when hiring an applicant in this occupation ? (Check one).				
<input type="checkbox"/> Less than high school diploma <input type="checkbox"/> High school diploma or equivalent <input type="checkbox"/> Associate Degree (2 year) <input type="checkbox"/> Bachelor Degree (4 year) <input type="checkbox"/> Graduate Study				
12. What is the usual income earned by your firm's employees in this occupation at the following levels of skills and experience?		For other compensation, please indicate the average overall earnings and type(s) of compensation.		
<ul style="list-style-type: none"> • New hires, no experience (trained or untrained): • New hires who are experienced: • Experienced employees after 3 years with your firm: <p style="text-align: center;">(Please check one)</p>	<u>Base Wage or Salary</u> \$ _____ \$ _____ \$ _____ <input type="checkbox"/> Hour <input type="checkbox"/> Week <input type="checkbox"/> Month <input type="checkbox"/> Year	<u>Other Compensation</u> \$ _____ \$ _____ \$ _____ <input type="checkbox"/> Hour <input type="checkbox"/> Week <input type="checkbox"/> Month <input type="checkbox"/> Year	<u>Type of Compensation</u> <input type="checkbox"/> Commission <input type="checkbox"/> Tips <input type="checkbox"/> Bonus <input type="checkbox"/> Piece Rate <input type="checkbox"/> Other Specify _____	
13. Are the wages for employees in this occupation subject to a collective bargaining or union agreement? If yes, what is the name of the union or local number?		<input type="checkbox"/> Yes <input type="checkbox"/> No _____		
14. Please check which benefits your firm offers full-time (FT) and part-time (PT) employees in this occupation and which best describes who pays for them:				
	<u>Employer Pays All</u> FT PT	<u>Share Cost</u> FT PT	<u>Employee Pays All</u> FT PT	<u>Not Provided</u> FT PT
Medical Insurance	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Dental Insurance	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Vision Insurance	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Life Insurance	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Sick Leave	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Vacation	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Retirement Plan	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Child Care	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
Other (Please Specify):	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
15. a. Does your firm ever promote employees in this occupation to higher level positions?		<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, what are the titles of the positions to which they may be promoted?		_____		
b. What skills are important for career advancement?		_____		
16. What computer software skills, if any, does your firm seek in applicants for this occupation ? (Please check all that apply)				
Specify software names: <input type="checkbox"/> None				
<input type="checkbox"/> Word Processing <input type="checkbox"/> Spreadsheet <input type="checkbox"/> Database <input type="checkbox"/> Desktop Publishing <input type="checkbox"/> Other: _____				
17. What other new skills are needed to perform the duties of this occupation? _____				
18. When your firm hires employees for this occupation , which are the top three most successful recruitment methods?				
<input type="checkbox"/> In-house promotions or transfers <input type="checkbox"/> Newspaper ads <input type="checkbox"/> Internet <input type="checkbox"/> EDD <input type="checkbox"/> Walk-in applicants <input type="checkbox"/> Colleges/Universities <input type="checkbox"/> School/program referrals <input type="checkbox"/> Union hall referrals <input type="checkbox"/> Employee referrals <input type="checkbox"/> Private employment agencies <input type="checkbox"/> Trade journals <input type="checkbox"/> Other (Please specify): _____				
19. Are you aware of any new, changing, or emerging occupations in your industry? Please specify:		<input type="checkbox"/> Yes <input type="checkbox"/> No _____		
Would you like to receive a complimentary copy of the survey results for this occupation?		<input type="checkbox"/> Yes <input type="checkbox"/> No		

THANK YOU FOR YOUR COOPERATION!

Kern, Inyo & Mono Counties One-Stop Center Locations



Map not to scale

Kern County

2525 N. Chester Ave.
Bakersfield, CA 93308
661.868.1600, Fax 661.868.1601

1400 S. Union Ave.
Bakersfield, CA 93307
661.868.8700, Fax 661.833.2267

5121 Stockdale Hwy.
Bakersfield, CA 93309
661.325.HIRE, Fax 661.336.6750

1816 Cecil Ave.
Delano, CA 93215
661.721.5800, Fax 661.721.5850

5640-D Lake Isabella Blvd.
P. O. Box 2366
Lake Isabella, CA 93240
760.379.6000, Fax 760.379.6001

10215 Stobaugh St.
Lamont, CA 93241
661.336.6800, Fax 661.336.6817

2300 Highway 58
Mojave, CA 93501
661.824.7800, Fax 661.824.7801

1400 N. Norma St. Suite 105
Ridgecrest, CA 93555
760.446.2595, Fax 760.446.5108

113 N. Central Valley Hwy.
Shafter, CA 93263
661.746.8400, Fax 661.746.8402

1012 6th St.
Taft, CA 93268
661.763.5491, Fax 661.763.5490

All Services Provided
At NO-FEE!!

Inyo County

914 N. Main St.
Bishop, CA 93514
760.872.4934, Fax 760.872.4950

Mono County

107384 Highway 395
Walker, CA 96107
530.495.1262, Fax 530.495.1483

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For more information visit us online
www.CareerServicesCenter.com
or call 800.333.2623 TDD 661.336.6774